SGK GOVERNMENT DEGREE COLLEGE
DEPARTMENT OF COMPUTER SCIENCE
Minutes of the Meeting

Date: 20/10/2021

Attendees:

- Dr.K.V.S.Koteswara Rao, IQAC Coordinator

- Sri D.Siva Phanindra, Lecturer in Computer Science

Agenda:

1. Preparation of semester-wise academic curricular plans and synopsis

2. Syllabus

3. Completion status of syllabus for II Semester

4. MID Exams

5. Admissions for the year 2021-22

Discussion:

1. The Department of Computer Science met to discuss various academic matters and agenda items.

2. Plans were outlined for the preparation of semester-wise academic curricular plans and synopsis, specifically focusing on the 5th semester.

3. The syllabus provided by the affiliating university for the III Year in Computer Science was to be implemented.

4. A review of the completion status of syllabus for the II Semester course was conducted.

5. It was decided to conduct Mid-Exams for II Semester students during the last week of the current month.

6. Strategies to improve admissions were discussed, and an action plan was to be prepared accordingly.

Actions Items:

Lecturer in Computer Science needs to be scrupulous in carrying out yearly academic activities.

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SGK GOVERNMENT DEGREE COLLEGE
DEPARTMENT OF COMPUTER SCIENCE

Minutes of the Meeting

Date: 01/11/2021

Members present:

1. Dr.K.V.S.Koteswara Rao, IQAC Coordinator

2. Sri D.Siva Phanindra, Lecturer in Computer Science

Agenda:

1. Completion of syllabus for II Semester

2. Remedial coaching

3. Internal marks for II semester

Resolutions:

1. Unanimously resolved to complete the syllabus by the end of the first week of the month and revise the syllabus for II semester students.

2. To counsel the students and identify the slow learners, taking necessary steps to improve the overall pass percentage.

3. To prepare the internal marks list for the upcoming University Exams.

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SGK GOVERNMENT DEGREE COLLEGE
DEPARTMENT OF COMPUTER SCIENCE

Minutes of Meeting

Date:29-01-2022

Attendees:

Sri D.Siva Phanindra, Lecturer in Computer Science

Dr.KVS Koteswararao, IQAC Coordinator

Agenda:

Preparation for the Awareness Session on Crypto Currency.

Discussion:

The meeting was held to prepare for the Awareness Session on Crypto Currency.

- o Sri D.Siva Phanindra provided insights into the topics to be covered and the level of knowledge required for the session.
- o Dr.KVS Koteswararao discussed the importance of conveying accurate information about cryptocurrencies and ensuring a clear and unbiased presentation.
- o Strategies for engaging the audience effectively, addressing potential questions, and dealing with varying levels of familiarity with the topic were discussed.
- o Materials needed for the presentation, including visuals and handouts, were discussed, and responsibilities for their preparation were assigned.

Action Items:

Sri D.Siva Phanindra to finalize the content for the Awareness Session on Crypto Currency and prepare all necessary materials.

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SGK GOVERNMENT DEGREE COLLEGE
DEPARTMENT OF COMPUTER SCIENCE

Minutes of Meeting

Date:07-02-2022

Attendees:

Sri D.Siva Phanindra, Lecturer in Computer Science

Dr.KVS Koteswararao, IQAC Coordinator

Agenda:

Coordination and preparation for the Atma Nirbhara Bharath event.

Discussion:

The meeting was held to discuss the department's participation in the Atma Nirbhara Bharath event organized in association with the NGO Nehru Yuvakendra.

- o Sri D.Siva Phanindra shared his understanding of the event and the importance of the topics to be covered.
- o Dr.KVS Koteswararao discussed the relevance of the event to current initiatives and the need to align the department's contribution accordingly.
- o Strategies to actively participate and engage with the event were discussed, focusing on promoting various schemes offered by the central Government.
- o Coordination with event organizers and other participating entities was discussed to ensure a smooth and impactful presence from the department.

Action Items:

Sri D.Siva Phanindra to prepare talking points and engaging material for the Atma Nirbhara Bharath event.

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SGK GOVERNMENT DEGREE COLLEGE
DEPARTMENT OF COMPUTER SCIENCE

Minutes of Meeting

Date:20-02-2022

Attendees:

Sri D.Siva Phanindra, Lecturer in Computer Science

Dr.KVS Koteswararao, IQAC Coordinator

Agenda:

Planning and coordination for the National Science Day Competitions.

Discussion:

- o The meeting was held to discuss the department's participation in the National Science Day Competitions.
- o Sri D.Siva Phanindra and Dr.KVS Koteswararao emphasized the significance of active involvement and encouraged students to participate.
- o Strategies for promoting the event within the department, encouraging student engagement, and coordinating logistical arrangements were discussed.
- o Responsibilities regarding event promotion, registration, and providing necessary information to participants were assigned.

Action Items:

Sri D.Siva Phanindra and Dr.KVS Koteswararao to coordinate with students and promote active participation in the National Science Day Competitions.

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SGK GOVERNMENT DEGREE COLLEGE
DEPARTMENT OF COMPUTER SCIENCE

Minutes of Meeting

Date:23-02-2022

Attendees:

Sri D.Siva Phanindra, Lecturer in Computer Science

Dr.KVS Koteswararao, IQAC Coordinator

Agenda:

Coordination and preparation for the National Science Day.

Discussion:

The meeting was held to discuss the department's involvement and arrangements for the National Science Day.

- o Sri D.Siva Phanindra and Dr.KVS Koteswararao discussed the importance of the event in promoting scientific temper and awareness.
- o Planning for various activities during the National Science Day, including expert talks was discussed.
- o Responsibilities regarding event coordination and ensuring smooth execution were assigned.

Action Items:

Sri D.Siva Phanindra and Dr.KVS Koteswararao to coordinate and organize activities for the National Science Day.

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