

Minutes of the meeting of Zoology 01/2021

At: 08-10-2021

The Department of Zoology, S.G.K. Government Degree College, Vinukonda met in the department room to discuss the academic matters.

Members Present:

1. Sri B.R.K. Kishore, HOD, Dept of Zoology
2. Sri K.V.S. Koteswara Rao, Coordinator, NAAC
3. Sri Bandla. Nagowara Rao, HOD, Dept of Physics.

Agenda

1. Syllabus and addons
2. Preparation of academic plans and Synopsis.
3. Admissions for the year 2019-20

Minutes

Agenda point 1 :- Syllabus and addons

Resolution: Department has to adopt the syllabus announced by the affiliating University i.e. Acharya Nagarjuna University. Department has to add some syllabus for the benefit of the Student Community. Syllabus to be completed to the students by the beginning of the Semester.

Resolution: Unanimously resolved to implement the syllabus given by the affiliating university.

Agenda point 2 Preparation of academic plans and Synopsis
Faculty of the department need to prepare semester wise academic plans and Synopsis for the topics at the beginning of the Semester. All the Faculty need to prepare academic diary by the 5th of each month.

Resolution: Unanimously resolved to prepare academic

Plans and Synopsis for the Copies at the beginning of the Semester. All the Faculty need to prepare the Teaching notes by the 5th of Each Month.

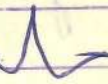
- Resolutions: (1) Unanimously resolved to Prepare academic plans and Synopsis on time and to submit to the Principal by the beginning of the Semester
- (2) Unanimously resolved to Prepare the academic plans, Synopsis and Teaching diary as per the CCG format

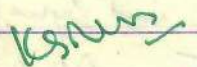
Agenda Point 3 Department has to give wide Publicity about the infrastructure, faculty Position of the college. Department has to attract the students for admission into First year B.Sc (B2C)

Resolution: Unanimously resolved to give wide Publicity with the help of Senior students for the department so as to gear up admission into First year Degree Programme.

(1) 
(Park Kishore)
Lecturer in zoology

(2) K.V.S. Kotchar 

(3) B. Nair 



Venue: Department of zoology

Members Present

- (1) B.R.K. Kishore, HOD, zoology
- (2) Dr K.V.S. Kotamrao Rao, Coordinator, IQAC
- (3) Sri Ch. Hari Babu garu. Vice Principal

A meeting was organized in the Department of zoology on 18 of October 2021 around 4 PM to discuss various academic matters

Agenda

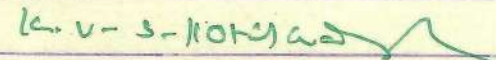
- (1) Completion of Syllabus
- (2) Mid - Exam Syllabus
- (3) Awarding marks for PPTS, Seminars and Assignments

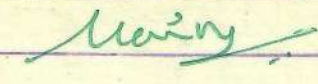
Resolutions:-

- (1) It was unanimously resolved to complete the syllabus at the earliest
- (2) It was unanimously resolved to decide 2 units for mid Term Examinations
- (3) It was Resolved to award Weightage for students on their participation in Seminars, Assignments and PPTS

Signatures

(1) 
(B.R.K. Kishore)

(2) 
(K.V.S. Kotamrao Rao)

(3) 
(Sri Ch. Hari Babu garu)



Meeting Minutes 03/2021

Venue: Department of zoology

Members Present-

- (1) B.R.K. Kishore, HOD, zoology
- (2) Dr K.V.S. Kotemana Rao, Coordinator, IQAC
- (3) Sri K. Jagadeesh, HOD, commerce.

A meeting was organized in the department of zoology to discuss the following Agenda

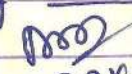
Agenda

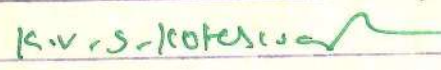
- (1) Framing of Annual Departmental plan
- (2) Framing of Question papers for mid Exam
- (3) Assignments

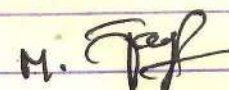
Resolutions

- (1) It was unanimously resolved to frame annual academic Departmental activities and design activities accordingly
- (2) It was unanimously resolved to design Question Papers so as to Ensure Smooth Conduct of Examinations.
- (3) It was unanimously resolved to conduct Assignments for Students

Signatures

(1) 
(B.R.K. Kishore)

(2) 
(K.V.S. Kotemana Rao)

(3) 
(M. Jagadeesh)

Venue: Department of zoology

Members Present-

1. B.R.K. Kishore, HOD, Dept of zoology
2. Dr K.V.S. Koteshwara Rao
3. Sri K. Jagadish, HOD, commerce.

A meeting was organized in the dept of zoology with the IQAC Coordinator, Dr K.V.S. Koteshwara Rao and Head of the department of commerce Sri K. Jagadish to consider the following Agenda

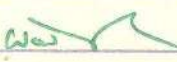
- (1) Commencement of First Sem classes
- (2) Result Analysis of Second Sem

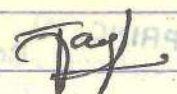
Resolution

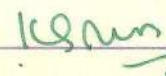
- (1) It was unanimously resolved that the commencement of 1st sem classes shall be from December 6th as per the orders of the C.C.E
- (2) It is resolved to carryout Result analysis in respect of Sem II
- (3) Committee Expressed Satisfaction about result of Sem II

Signatures

(1) 
(B.R.K. Kishore)

(2) 
K.V.S. Koteshwara Rao

(3) 
H. Jagadish



Meeting 02/2022

10-02-2022

Venue: Department of zoology.

Members Present

- (1) B.R.K. Kishore, HOD, zoology
- (2) Dr K.V.S. Koteswara Rao, Coordinator IQAC
- (3) Sri G. Anjanah, Lecturer in Economics

Agenda

- (1) Repairs in the department of zoology
- (2) Remedial Teaching

Resolutions

- (1) It is unanimously resolved to request the Principal to carryout repair works in the Department of zoology.
- (2) It is unanimously resolved to occupy the department of Botany for time being
- (3) It is unanimously resolved to conduct Remedial classes for slow learners.

(1) ~~resol~~
(B.R.K. Kishore)

(2) K.V.S. Koteswara Rao

(3) H. Jay

K.S.N.
PRINCIPAL
SGK Govt. Degree College
VINUKONDA-522647
Guntur Dist., A.P.

Meeting 03/2022

23-03-2022

Venue: Department of zoology

Members Present :-

- (1) B.R.K. Kishore, HoD, zoology
- (2) Dr K.V.S. Koteswara Rao, Co-ordinator, IQAC
- (3) Sri G. Anjanah, Lecturer in Economics

Agenda

- (1) Discussion on Results of Sem V
- (2) Remedial Teaching

Resolution

- (1) Members Expressed Satisfaction on the result of Sem V.
- (2) It is unanimously resolved to conduct Remedial classes for slow learners
- (3) It was unanimously resolved to conduct mid-Term Exam-II during the last week of March-2022
- (4) It was unanimously resolved to complete the syllabus at the earliest for the 1st year Students

(1) ~~(BRK)~~
(BRK Kishore)

(2) K.V.S. Koteswara Rao

(3) ~~GA~~

Koteswara Rao 23/3/22

Principal
SGK Govt. Degree College
Vinukonda - 522647
Palnadu Dist., A.P.

Meeting 04/2022

Dt 29-04-2022

Venue: Department of Zoology

Members Present:

- (1) B.R.K. KISHORE, HOD, Zoology
- (2) Dr K.V.S. Koteswara Rao, HOD, Chemistry
- (3) ~~Sri G.~~ Sri G. Anjanah, HOD, Economics

Agenda:

- (1) To collect student Biodata
- (2) To make the students answer the old Question Paper
- (3) To arrange Guest Lecture to the student
- (4) to organize a Field Trip

Resolutions:

- (1) It was unanimously resolved to collect Biodata of all B.Sc Students
- (2) It was unanimously resolved to Encourage the students to answer the old Question Papers so as to enable them to be familiar with the Examination Pattern.
- (3) ~~It~~ It was unanimously resolved to arrange a Guest Lecture in the department of zoology.
- (4) It was unanimously resolved to arrange a Field Trip in the month of May-2022

(1) ~~B.R.K. Kishore~~
(B.R.K. Kishore)

(2) K.V.S. Koteswara Rao ✓

(3) ~~Sri G. Anjanah~~ ✓

Keshav 29/4/22

Venue: Department of zoology

Members Present: 1. B.R.K. Kishore, HOD, zoology
2. Dr K.V.S. Koteswara Rao, HOD, Chemistry
3. Sri G. Anjanah, HOD, Economics

Agenda: 1. Syllabus and addons
2. Preparation of academic plans and Synopsis
3. Admissions for the year 2019-20.

Minutes

(1) Agenda Point I: Syllabus and addons.

Resolution: Department has to adopt the Syllabus announced by the affiliating university i.e Acharya Nagarjuna University. Department has to add some syllabus for the benefit of the student community. Syllabus to be completed to the students by the beginning of the Semester.

2) Agenda point 2: Preparation of academic plans and Synopsis

Resolution: Preparation of academic plans and Synopsis Faculty of the department need to Prepare Semester wise academic plans and Synopsis for the topics at the beginning of the Semester. All the faculty need to Prepare academic diary by the 5th of Each month. Unanimously resolved to Prepare academic plans and Synopsis for the topics at the beginning of the Semester. All the faculty need to Prepare the teaching notes by the 5th of Each Month.

3) Agenda point 3:- Department has to give wide publicity about the infrastructure, faculty position of the college. Department has to attract the students for admissions into 1st year B-sc (B-2-c)

Resolution Unanimously resolved to give wide publicity with the help of Senior students for the department so as to gear up admissions into First year Degree Programme

(1) ~~_____~~
(B.R.K. Kishore)

(2) ~~_____~~
(Dr. K.V.S. Koteswara Rao)

(3) ~~_____~~
(G.A. Anjanah)

~~_____~~
Principal
SGK Govt. Degree College
Vidukonda - 522647
Palnadu Dist., A.P.