

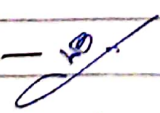
Academic year - 2017-18

Date : 20/7/2017

A. departmental staff meeting was conducted on at 11.30 AM to discuss the departmental activities such as admission work, syllabus distribution for the academic year. The following resolutions have been made after discussion.

1. To distribute the work load of I & II year among the staff members.
2. To submit the departmental and individual Time-Tables, Academic curricular plans to the principal.
3. To take up I year admission work.
4. To keep the laboratories clean and ready for conduct of regular practicals for III year students of B.Sc & Microbiology.
5. To maintain teaching notes and diary of each lecturer regularly.
6. To conduct a "Certificate Course" for final year students.

Members

① JBL - 

② AS VK - 

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (DL)


Lecturer in Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL 515 803

Date - 20/8/2017

A meeting was held among the staff on 20/8/2017 at 11.30 am to discuss the activities of the departmental and reschedule the following matters.

1. To submit the result analysis of academic year classwise & subject wise.
2. To conduct assignments, seminars, unit tests for all the students in the department.
3. To maintain teaching diary & notes regularly.
4. To maintain the garden neat & clean.

Members

① JBL 20/8

② ASVK - Dr. Arul

Dr. Arul
Lecturer-in-Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

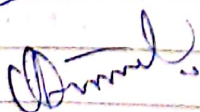
Date - 20/11/2017

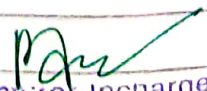
The departmental meeting was held on
at 11.30 AM to discuss the academic
activities of the department and resolved the
following issues

- (1). To review the syllabus of last two months
- (2). To conduct unit tests for all classes
- (3). To conduct student seminars, assignments for all classes
- (4). To maintain attendance, both in theory and practicals regularly and post in class attendance register
- (5). To maintain teaching diary & notes regularly
- (6). To grow & protect local medicinal plants in the garden.

Members.

① JBL - 

② ASK - 


Lecturer-in-Charge
Department of Botany
B.K.P. Govt. Degree College
GUNTAKAL 515 003

Date - 20/12/2017

A staff meeting was held on at 11.30 AM in the department to discuss the various activities of the department and resolved following matters.

1). To conduct T term end exams by all B.A.C & M.B students from on wards and post the marks in the marks register.

2). To conduct a guest lecture on in view of ozone day celebration

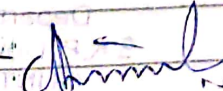
3). To conduct an essay competition & elocution competition among the students of life - sciences.

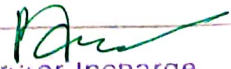
4). To maintain all academic records regularly

5). To maintain the garden clean & neat.

Members

1) JBL - 

2) ASVK - 


Lecturer-Incharge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Date - 20/1/2018

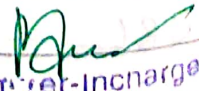
A Departmental meeting was conducted on 20/1/2018 to discuss various academic and general issues. Finally the following points were discussed and resolved.

- (1). To take of the curricular and co-curricular activities in the department for the second term.
- (2). To maintain teaching diaries and teaching notes regularly.
- (3). To conduct a field trip for the second and third year students.
- (4). It is also resolved that every lecturer has to attend National, International Seminars and Workshops to improve and shine the knowledge.

STAFF

① JBL - ~~Signature~~

② ASVK - ~~Signature~~


Lecturer-Incharge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Date - 20/2/2018

A staff meeting was conducted among the staff members to discuss about academic and general issues finally the following points were discussed and resolved

1) To conduct a National seminar in biological sciences in

2) It was decided to encourage students to participate in National seminars at various colleges and universities.

3) To introduce new plants to the garden and to maintain existing garden.

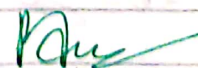
4) To maintain teaching diaries and teaching notes regularly.

5) It is also proposed to conduct unit tests to the 3 years students and preparation for far coming examinations.

Members

1) JBL - 18

2) ASVK - 19



Lecturer-in-Charge
Department of Botany
G.P. Govt. Degree College
GUNTAKAL-515 803

Date - 20/2/18

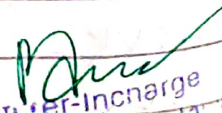
A meeting was held on 20/2/18 to discuss various academic and departmental issues. The following matters were discussed and resolved:

- (1). To see that all the committees formed for National Seminars are doing their activities.
- (2). To allot the students to participate in seminars.
- (3). To observe the papers and publishing them in seminars.
- (4). To prepare the students for practical examinations.
- (5). To allot seminars and assignments to all the students.
- (6). To allot the students in preparing and at the practicals in time.

Members.

① JBL - ~~ASVK~~

② ASVK - ~~ASVK~~


Lecturer-In-Charge
Department of Botany
K.P. Govt. College
Guntakal Dist. - 13

Date - 2/3/18

A departmental meeting was held on 2/3/18 in the Botany department to following points were resolved.

To discuss with the other science departments members to prepare practical examination batches

To smooth conduction of SKU-UG practical examinations.

To discuss about laboratory preparations for practical examinations

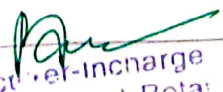
To conduct a model practical exams to three year students

To prepare all necessary records for state verification.

Members

① JRL - Chairman

② ASVK - Member


Lecturer-in-Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

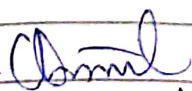
Academic year - 2018-19

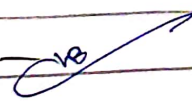
Date - 24/6/18

A departmental staff meeting was conducted on at 11.30 to discuss the departmental activities such as admission work, syllabus distribution for the academic year. The following resolutions have been made after discussion.

1. To distribute the work load of II & III year among the staff members
2. To submit the departmental and individual timetables, Academic curricular plans to the principal
3. To take up I year admission work.
4. To keep the laboratories clean and ready for conduct of regular practicals for II and III year students of B.Z.C & M.B
5. To maintain teaching notes and diary of each lecturer regularly.
6. To conduct a certificate course on 'Mushroom Cultivation' for III BZC & MBBC students and for same Circular sent to the students.

Members

① ASVK - 

② JBL - 

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (DL)
Lecturer-in-Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 002



Date - 24/7/18

A meeting was held among the staff at 11.30AM to discuss the activities of the department and resolved the following matters.

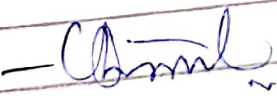
To submit the result analysis of academic year classwise and subjectwise

To conduct assignments, seminars, unit tests for all the students in the department

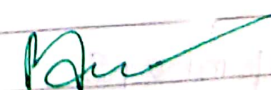
To maintain teaching diary & notes regularly

To maintain the garden neat & clean.

Members

① ASVK - 

② JBL - 


Lecturer-In-Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Date - 24/8/18

The departmental meeting was held on at 11.30 AM to discuss the academic activities of the department and resolved the following issues

1. To review the syllabus of last two months i.e.
2. To conduct unit tests for all classes
3. To conduct student seminars, assignments for all classes
4. To maintain attendance both in theory and practically regularly and post in attendance register
5. To maintain teaching diary & notes regularly
6. To grow & protect some local medicinal plants in the garden.

Members

① ASVK - Varun..

② JBL - [Signature]

[Signature]
Leet. in charge
Department of Health
S.K.P. Govt. Degree College
GUNTAKAL-515 003

Date - 24/9/18

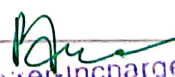
A staff meeting was held on 11.30 AM in the department to discuss the various activities of following matters.

1. To conduct a term end exams for all BZCEMP students from on wards and to post the marks in the marks register
2. To conduct a guest lecture on in view of ozone day celebration
3. To conduct an essay competition & elocution competition among the students of life-science
4. To maintain all academic records regularly
5. To maintain the gallery clean & neat

Members

① ASVK - Chairman

② JBL - MB


Lecturer in Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Date - 24/10/19

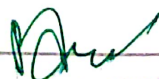
A departmental meeting was conducted on 24/10/19 to discuss various academic and legal issues. Finally the following points were discussed and resolved.

1. To take up the curricular and co-curricular activities in the department for the second year.
2. To maintain teaching diaries and teaching notes regularly.
3. To conduct a field trip for the second and third year students.
4. It is also resolved that every lecturer has to attend National, International seminars and workshops to improve and share the knowledge.

Members

① ASVK - Amul

② JBL - 10/11


Lecturer-Incharge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Date - 24/11/18

A staff meeting was conducted among the staff members to discuss about academic and general issues. Finally the following points were discussed and resolved.

1 To conduct a national seminar in biological sciences in

2 It was resolved to encourage students to participate in national seminars at various colleges and universities

3 To introduce new plants to the garden and to maintain existing garden

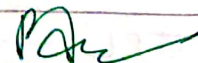
4 To maintain teaching diaries and teaching notes regularly

5 It is also proposed to conduct unit tests to the 3 years students and prepare them for forthcoming examinations.

Members

① ASVK - Chair

② JRL



Lecturer-In-charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Date - 24/12/18

A meeting was held on _____ to discuss various academic and departmental issues. Finally the following matters were discussed and resolved

1. To see that all the committees formed for National Seminars are doing their activities

2. To select the students to participate in Seminars

3. To observe the papers and publishing them in seminar

4. To prepare the students for practical examinations

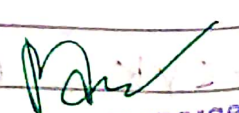
5. To allot seminars and assignments to all students

6. To select the students in preparing records of the practical in time

Members

① ASK - Chair

② JBL -


Lecturer-in-Charge
Department of Botany
B.K.P. Govt. Degree College
GUNTAKAL-515 001

Date - 24/1/19

A departmental meeting was held in the Botany department to discuss about the various issues and the following points were resolved.

To discuss with the other science departments members to prepare practical examinations batch

To smooth conduction of SKU-UG practical examinations.

To discuss about laboratory preparations for practical examinations

To conduct a model practical exams to three year students

To prepare all necessary records for stock verification

Members

① ASVK - Chinnel.

② JBL -


Lecturer-Incharge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Academic year - 2019 - 2020

Date - 24/6/19

The Department meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

1. To analyze the even semesters II, IV & VI results of A.Y. 2018-19, and to tabulate and analyze the result analysis of the student and staffwise.
2. To take up the I year admission work of I BSc. (RZO) & (MR) courses and to do student counselling.
3. To distribute the workload of ~~even~~^{odd} Semesters I, III & V among the staff for the A.Y. 2019-20.
4. To make the class room and labs clean and ready work for the A.Y. 2019-20 and ready to use.
5. To maintain the leading notes and diary of the staff members for A.Y. - 2019-2020.
6. To arrange a Certificate Course Programme for III Year life science students' Members.

① ASVK - (Amul)

② JBL - (Amul)

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Anantapuramu (A.P.)

Lecturer-in-Charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Date - 24/7/19

The Departmental meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

1. To boost up the 1st year student counselling and do the admission work into the Ist BSc (BZC) & (MB) groups.
2. To maintain the departmental garden clean and green and to do additional plantation work in the garden.
3. To maintain the teaching notes and diary by the staff upto date.
4. To plan for extension lectures by the staff to the other colleges and also invite other college staff for the guest lectures.
5. Proposed to conduct a Certificate Course for final year students.

Members

① ASVK - Chinnal

② JBL - ~~Sell~~


Lecturer-In-charge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKAL-515 803

Date - 24/8/19

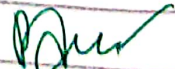
The departmental meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

1. To conduct the I Mid exams for the I, III & V semester students of BZE and MB groups.
2. To conduct the practicals for the I, III & V semester students of BZE and MB groups.
3. To appoint guest lecturer in place of Mrs J. Bhoomalingaiah, contract lecturer transferred to GDC-10, Anantapur.
4. To adjust the additional workload of classes and practicals by the remaining staff members till the appointment of guest faculty.

Members

① ASVK - Chair

② P. Senthil


Lecturer-in-Charge
Department of Botany
S.K.P Govt, Degree College
GUNTAKAL-515 803

Date - 24/9/19

The departmental meeting was conducted, and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

① To search for guest faculty and submit request for guest faculty appointment to the principal.

② To maintain the departmental garden and do additional plantation work in the garden.

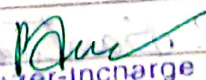
③ To do distribution of SC/ST Book bank books to the students of I, II and V semesters.

④ To post the marks of I Mod exam of I, II and V semester students in the departmental marks register and the link (google) given by the exam section.

Members

① ASVK - Chairman

② P. Sampath


Lecturer-in-Charge
Department of Botany
G. K. P. Govt. Degree College
GUNTAKAL-515 803

Date - 24/10/19

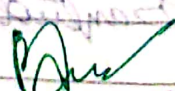
The departmental meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

- ① Mr. P. Santosh, guest faculty joined the department in the month of Sep '19.
- ② To conduct II Mid exam for I, III & V semester students of BSc (BZE) & (MB) and do the valuation of the same.
- ③ To conduct student seminars and allot assignments to the I, III & V semester students of BSc (BZE) & (MB).
- ④ To conduct field trip to Buggasangala for the students of III & V semester students of BSc (BZE) & (MB).

Members

① ASVK - (Admin)

② P. Santosh


Lecturer-in-charge
Department of Botany
S.K.P. Govt. Degree College



Date - 22/11/19

The departmental meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

① To conduct the SKU Internal practical exams to the students of I, III & V semester ~~for~~ of BSc (BZC) & (MB).

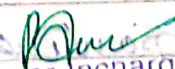
② To post the Internals marks and the Internals practical exam marks in the google link and the departmental marks register of the students of I, III & V semester students of BSc (BZC) & (MB).

③ To do the SKU Theory exams duty of I, III & V Semesters in the college.

Members

① ASVK - Abinav

② P. Santosh


Lecturer-In-charge
Department of Botany
K.P. Govt. Degree College
GUNTAKAL-515-803

Date - 24/12/19

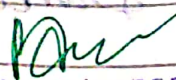
The departmental meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

- ① To distribute the workload of even semester II, IV & VI among the staff for the A.Y. 2019-20.
- ② To create awareness and do sensitization of III yr. BSc. (BZE & ME) students with regard to the cluster in Botany subject.
- ③ To maintain the teaching notes and diary by the staff members for the even semester, A.Y. - 2019-20.
- ④ To maintain the departmental garden and do additional plantation work in the garden.

Members

① ASVK - Chinnal

② P. Pantulu


Lecturer-Incharge
Department of Botany
S.K.P. Govt. Degree College
GUNTAKA, S.T. 203



Date - 24/1/20

The departmental meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

- ① To conduct the I Mid exam for II, IV & VI semester students of BSc (Bze & MR) and complete the valuation & posting of marks.
- ② To complete the practicals for the II, IV & VI semester students as early as possible.
- ③ To conduct student seminars, quiz, group discussion, debate programs for the students of II, IV and VI semester students.
- ④ To conduct field work for the VI semester students with regard to the elective paper.

Members

① ASVK - Chairman

② P. Santosh


Lecturer-In-Charge,
Department of Botany,
S.K.P. Govt. Degree College,
GUNTAKAL-515 803

Date - 24/2/20

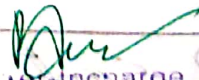
The departmental meeting was conducted and the following matters were discussed and have been resolved to follow the following below mentioned objectives.

- ① To conduct II Mid exam for the II, IV & VI semester students of BSc (BZC & MB) and complete the valuation and do the posting.
- ② To complete the practicals for the II, IV & VI semester students of BSc (BZC & MB) and conduct a model practical exam.
- ③ To complete the departmental and college NAAC records daily.
- ④ To maintain the departmental garden and do additional plantation work.

Members

① ASVK - Chair.

② P. Santosh


In-charge
Department of Botany
G. K. P. Govt. Degree College
GUNTAKAL-515 803

Academic Year - 2020-21

Date : 02/11/2020

A Departmental meeting was conducted on 02/11/2020 at 11.30 AM to discuss about the departmental activities for the academic year 2020-21. The following resolutions have been made after discussion,

① To make result analysis of III Year students and to prepare important questions last paper wise for the students along with study material.

② To distribute workload paperwise as per the following, I Semester - Paper - I - P.S.K.

II Semester - Paper - II - A.S.V.K.

III Semester - Paper - III - J.B.L.

All the papers theory and practicals for both the sections i.e. BZC (TMA) and MBRC (EM), shall be dealt by the following lecturers.

① P.S.K. - Dr. P. Sathikumar.

② A.S.V.K. - Dr. A. S. V. Gayakumar.

③ J.B.L. - Dr. J. Bheema Lingappa.

③ To take the online and offline classes as per the CCE instructions for the IInd and IIIrd yr. BZC & MBRC group classes in an alternate manner.

④ To take up I'm admission work as per the instructions of Principal.

Member

① J.B.L. - ~~Dr.~~

② A.S.V.K. - ~~Dr.~~

P. Sathikumar
Lecturer in Charge

Department of Botany

S.K.P. Govt. Degree College

GUNTAKAL - 517 503

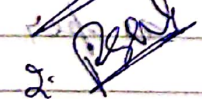


02/12/2020

A departmental meeting was conducted on 2/12/2020 to discuss about different academic aspects and student welfare issues. The following points are discussed and resolved.

1. To follow Covid-19 precautions at classroom level.
2. Instruct each and every student to enter the College with mask and Sanitizer.
3. It is to maintain a physical distance in classroom.
4. As per Government of AP instructions, each class is to be a split and 1st batch is online & second batch is offline.
5. To conduct mid exams online.
6. Proposed to conduct a Certificate Course on "mushroom" cultivation.

Members

1. 
2. 

W. Parvathi
in-charge

PRINCIPAL
S.K.P. Govt. Degree College
GUNTAKAL, Ananthapuramu (DL)