

2022-2023 Meeting 4

Government Degree College, Mummidiwarum
Departmental Meeting (English)
Date 13-06-2022

A meeting of the staff of the English Department along with the other staff members is convened at 3 PM in the Principal's chamber on 13-06-2022. Our Principal Dr. S. Prabhakar chaired the meeting.

Members Present

1. Dr. S. Prabhakar.

2. Dr. G. Sujatha

3. Sr. SK. Akram.

4. Dr. N. Tulasi Lakshmi

S.P. O.W.

Sujatha G.

Sr. Akram

NO D.C.

Agenda

work load of the department

Syllabus of II Semester English.

Syllabus of Business communication.

Time table of II Semester.

Resolutions

It has been decided that the work load of the department as per the university

schedule is 4 hours per week for both Sciences and Arts II Semester students. It has been decided that classes of Business communication for II Semester Bcom and BA students should also be dealt by the staff of English department. Both these subjects will be handled by Dr. G. Sujatha, Lecturer in English. It has been resolved to accommodate English for 4 hours per week for sciences and Arts students and 2 hours per week for Business communication for BA and Bcom students in the time table.

The meeting ended with thanks to the chair and other staff members.

Sujatha G.

Lecturer in charge

S.P. O.W.

Principal 13.6.22

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MUMMIDIWARUM - 533 2
Dr. B.R. Ambedkar Konaseema

Meeting 5

Government Degree College, Mummidiwarum
Departmental Meeting (English)
Date: 16-08-2022

A meeting of the staff of the English department along with the other staff members is convened at 3 PM on 16-8-22 in the Principal's Chamber. Our Principal Dr. S. Prabhakar chaired the meeting.

Members Present

- 1 Dr. S. Prabhakar S.P. 24
- 2 Dr. G. Sujatha Sujatha G.
- 3 Sri Sk. Akram Su-Akram
- 4 Dr. N. Tulasi Lakshmi N.T.L.
- 5 Sri Aravind Kalyan A.A.K.

Agenda

1. Review on Coverage of syllabus
2. Conduct of Internal Examinations I and II

Resolutions

It has been resolved to complete 3 units from syllabus before Internal I and entire syllabus before Internal II. The

question papers should be set as per the university guidelines including essay type, short answers and objective type of questions.

The meeting ended with thanks to the chair and other staff members.

Sujatha G.
Lecturer in charge

S.P. 24
Principal

Principal
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Meeting 6.

Government Degree College, Mummidiwaram
Departmental Meeting (English)
Date - 06-09-2022

A meeting of the staff of the English Dept along with the other staff members is convened at 3 PM on 06-09-2022 in the Principal's chamber. Our Principal Dr. S. Prabhakar chaired the session.

Members Present.

1. Dr. S. Prabhakar

2. Dr. G. Sujatha

3. Mr. SK. Akram

4. Mrs. Tulasi Lakshmi

Sis. N. W.

Sujatha G.

Su. Akram

NO. 10

Agenda

Result analysis of I Semester.

Syllabus completion - review

preparing students for examinations

Resolutions

The results of the I Semester have been analysed and it has been decided to complete the syllabus.

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No. of students appeared - 95

No. of students passed - 65

Percentage of pass - 68.4

It has been decided to conduct Remedial classes for slow learners and prepare the students for the Semester end examinations.

The meeting ended with thanks to the chair and other staff members.

Sujatha G.

Lecturer in charge

Sis. N. W.

Principal

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Meeting 7

Government Degree College, Mummidiwaram
Departmental Meeting (English)
Date 26-10-22

A meeting of the staff of the English Department along with other staff members is convened at 3 PM on 26-10-2022 in the Principal's Chamber. Dr. S. Prabhakar, our Principal chaired the meeting.

Members present.

1 Dr. S. Prabhakar.

2 Dr. G. Sujatha

3 Sri Sk. Akram

4 Dr. N. Tulasi Lakshmi

Aravind Kalyan

S.B. R.N.

Sujatha G.

Sri Akram

Dr. N. Tulasi Lakshmi

A. Aravind

Agenda.

Workload of the department.

Syllabus of III Semester English.

Time table of III Semester.

Resolutions.

It has been decided that the work load of the department as per the University

norms is 4 hours per week for both Sciences and Arts students of both the I and III Semesters.

It has been decided that the entire syllabus of I and III Semesters to be handled by Dr. G. Sujatha, Lecturer in English.

It has been resolved to accommodate English for 4 hours per week for both the semesters.

The meeting ended with thanks to the chair and other staff members.

Sujatha G.
Lecturer in charge

S.B. R.N.
Principal

Meeting 8.

Government Degree College, Mummidiwaram
Departmental Meeting (English)

Date 06-12-2022

A meeting of the staff of the English Dept. along with other staff members is convened at 3 PM on 6-12-2022 in the Principal's chamber. Our Principal Dr. S. Prabhakar chaired the meeting.

Members present

- | | |
|-------------------------|------------|
| 1 Dr. S. Prabhakar | S.P. N |
| 2 Dr. G. Sujatha | Sujatha G. |
| 3 Sri Sk. Akram | Sk. Akram |
| 4 Dr. N. Tulasi Lakshmi | N. Tulasi |
| 5 Sri Anavind Kalyan | A. Anavind |

Agenda

Review of Syllabus coverage
conduct of Internal Examinations I and II.

Resolutions

It has been resolved to complete 3 units from syllabus for I Internal Examination

and the entire syllabus before the II Internal Examination.

The question paper should be prepared as per the university guidelines.

The meeting ended with thanks to the chair and other staff members.

Sujatha G.
Lecturer in charge
Principal

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Meeting 9

Government Degree College, Mummidiwarani
Departmental Meeting (English)
Date: 14-02-23

A meeting of the staff of the English Dept along with the other staff members is convened at 3 PM on 14-02-2023 in the Principal's Chamber. Our Principal Dr. S. Prabhakar chaired the meeting.

Members Present

1 Dr. S. Prabhakar

2 Dr. G. Sujatha

3 Sri Sk. Akram

4 Dr. N. Tulasi Lakshmi

5 Dr. Aravind Kalyan

S.R. 12

Sujatha G.

Sri Akram

Dr. N. Tulasi

Dr. Aravind

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Dr. S. Prabhakar

Agenda

Review on completion of Syllabus.

Result analysis of II Semester.

Preparing students for Semester end examinations.

Resolutions - The results of the II Semester have been analysed and it has been

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decided to complete the syllabus.

Result NO of students appeared : 92

(English) NO of students passed : 71

Percentage of pass : 77.2

Business NO of students appeared : 42

communication NO of students passed : 37

Percentage of pass : 88.1

It has been resolved to conduct Remedial classes for slow learners and prepare all the students for their Semester end examinations.

The meeting ended with thanks to the chair and other staff members.

Sujatha G.
Lecturer in charge.

S.R. 12
Principal

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Dr. S. Prabhakar

Meeting 10

Government Degree College, Mummidiwarum
Departmental Meeting (English)
Date : 09.03.2023

A meeting of the staff of the English Dept along with the other staff members is convened at 3 PM on 9.03.2023 in the Principal's Chamber. Our Principal Dr. S. Prabhakar chaired the meeting. The in-charge of the dept introduced the new lecturer to the staff members and welcomed her.

- Members Present.
1. Dr. S. Prabhakar S.B. 211
 2. Dr. G. Sujatha Sujatha G.
 3. Dr. T. Sandhya Rani Sand
 4. Sri Sk. Akram Sa. Akram
 5. Dr. N. Tulasi Lakshmi NO. 1. b
 6. Sri. Aravind Kalyan A.A. K.

Agenda

Work distribution between the members of the Dept.

Revision classes to be conducted for I Semester students.

Resolutions: As the II Semester students have gone to take their Semester end

examinations it has been resolved to divide the existing work of the department between the staff members. Dr. G. Sujatha has accepted to handle the I Semester BA, Bcom classes (4 hours per week) and Dr. T. Sandhya Rani accepted to take the I Semester BSc classes (4 hours per week) as per the time table.

The meeting ended with thanks to the chair and other staff members.

Sujatha G.
Lecturer in charge

S.B. 211
9.3.23
Principal

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Dr. B.R. Ambekar Konasaerla Dt. A.