

2023-2024 Meeting 11

Government Degree college, Mummidiavaram

Departmental Meeting (English)

Date 1.06.2023

A meeting of the staff of the English Department along with the other staff members is convened at 4 PM in the Principal's chamber on 1.06.2023. Our Principal Dr. S. Prabhakar chaired the meeting.

Members Present

1. Dr. S. Prabhakar *S.P.R.N.*
2. Dr. G. Sujatha *Sujatha G.*
3. Sri Sk Akram
4. Dr. N. Tulani Lakshmi
5. Dr. T. Sandhya Rani *Sandhya*
6. Sri D. Pallam Raju *D. Pallam*
7. Sri Hubin Mohammad *Hubin*
8. Sri Anuvind Kalyan *Anuvind*

Agenda

Work load of the department

Syllabus

Time table

Resolutions

It has been decided that the work load of the department is as follows:

English - 4 hrs/week - Sciences

4 hrs/week - Arts and Commerce

Business communication 2 hrs/week

Survey and Reporting 2 hrs/week

Social work methods 2 hrs/week

Work load distribution

English 8 hours/week Dr. G. Sujatha

Business communication 2 hours/week

Survey and Reporting 2 hours/week

Social work Methods 2 hours/week

Dr. T. Sandhya Rani 6 hours/week

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

Sujatha G.
Lecturer in charge

S.P.R.N.
Principal 1.6.23

PRINCIPAL
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MUMMIDIARAM - 533 216
Dr.B.N. Ambekar Kanaseema Dt. A.P.

Meeting 12

Government Degree College, Mummidiavaram.
Departmental Meeting (English)
Date: 6.7.2023

A meeting of the staff of the English Department along with our Principal is convened at 4 PM on 6.7.2023 in the Principal's Chamber. Our Principal Dr. S. Prabhakar chaired the meeting.

Members present

1. Dr. S. Prabhakar S.P. 2.11
2. Dr. G. Sujatha Sujatha G.
3. Dr. T. Sandhya Rani Sandhya

Agenda:

Result analysis - I and II Semesters
Coverage of syllabus for I Semester
Internal Examinations.

Resolutions:

It has been decided to improve the pass percentage.

I Semester students appeared - 75
passed 63
%. of pass 84%.

III Semester

Appeared 84
passed 72
%. of pass 85.71

Percentage of syllabus covered 75%.

It has been decided to conduct Internal Examinations in the I and II weeks of July.

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

Sujatha G.
Lecturer in Charge

S.P. 2.11
Principal 5.7.23

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Meeting 13

Government Degree college
Departmental Meeting (English)
Date 29.8.23

A meeting of the staff of the English Department along with our principal is convened on 29.8.23 at 5 PM in the Principal's chamber. Our Principal Dr. S. Prabhakar chaired the meeting.

Members present

1. Dr. S. Prabhakar *S.P.*
2. Dr. G. Sujatha *Sujatha G.*
3. Dr. T. Sandhya Rani *Sandhya*

Agenda

1. Departmental work load.
2. Distribution of work.

Resolutions: After a thorough discussion of the syllabus of I Semester and II Semester the workload is assigned as follows.

Dr. G. Sujatha

1. I BA, Bcom - English 4 hours
2. II BA, Bcom - English 4 hours
3. I BA Bcom, communication 2 hours skills.

4. I BA, Bcom - Leadership Skills 2 hours
 5. II BA, Bcom - Disaster Management 2 hours
 6. II BA, Bcom - Personality Development 2 hours
- 16 hrs.

Dr. T. Sandhya Rani

1. I BSc - English 4 hours
 2. II BSc - English 4 hours
 3. I BSc - Communication Skills 2 hours
 4. I BSc - Leadership Skills 2 hours
 5. II BSc - Disaster Management 2 hours
 6. II BSc - Personality Development 2 hours
- 16 hrs.

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

Sujatha G.
Lecturer in charge

S.P.
Principal

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Meeting 14

Government Degree College Mummidiwaram.

Departmental Meeting (English)

Date - 5-10-2023

A meeting of the staff of the English Department along with our principal is convened on 05-10-2023 in the Principal's Chamber at 4 PM.

Agenda

1. Mid I Examinations for I and III Semester students.
2. Virtual conference to be conducted on 28th Oct '23

Resolutions:

1. It has been resolved to conduct Mid I Exams for I and III Semester students.
2. It has been resolved to conduct virtual conference by the department.

Members Present

1. Dr. S. Prabhakar S.P.
2. Dr. G. Sujatha Sujatha G.
3. Dr. T. Sandhya Rani Sandf

Sujatha G.
Lecturer in Charge.

S.P.
Principal.

Meeting 15

Government Degree College Mummdivaram
Departmental meeting (English)
Date 25-11-23

A meeting of the staff of English Department along with our principal is convened on 25-11-2023 in the Principal's chamber at 4 PM.

Agenda.

1. Mid II Examinations for II Semester students.
2. completion of syllabus.

Resolutions.

1. It has been resolved to conduct Mid II Exams for I Semester students on 30-11-'23
2. It has been resolved to complete the syllabus and revise.

Members Present

1. Dr. S. Prabhakar. *S.P. Prabhakar*
2. Dr. G. Sujatha. *Sujatha G.*

Sujatha G.
Lecturer in charge

S.P. Prabhakar
Principal

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Meeting. 16.00 PM

Government Degree College Mummidiwaram
Departmental meeting (English)

Date: 30.1.2024

A meeting of the staff of the English Department along with our Principal is convened on 30.1.2024 at 5 PM in the Principal's chamber. Our Principal Dr. S. Prabhakar chaired the meeting.

Agenda

1. Departmental work load of II Semester, syllabus
2. Work distribution

Resolutions After a thorough discussion of the syllabus the following work load is assigned to Dr. G. Sujatha

English I BSc - 4 hours

English I BA, Bcom 4 hours

Business writing I B.Sc - 2 hours

Business writing I BA, Bcom 2 hours

The meeting ended with thanks to the Chair Members present

Dr. S. Prabhakar S.P. Prabhakar

Dr. G. Sujatha G. Sujatha

Sujatha

Lecturer in Charge

S.P. Prabhakar

Principal

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MUMMIDIWARAM - 533 216

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Meeting 17

Government Degree College, Mummdivaram
Departmental meeting (English)

Date : 4.03.2024

A meeting of the staff of the English Department along with our Principal is convened on 4.03.2024 at 5 PM in the Principal's chamber. Our Principal Dr. S. Prabhakar chaired the meeting.

Agenda

1. Syllabus completion of II semester
2. Revision and conduct of mid I and II

Resolutions: 1. It has been decided to complete the syllabus by the end of March.
2. It has been resolved to conduct Mid examinations after the completion of syllabus and revision.

The meeting ended with thanks to the chair.

Members Present

Dr. S. Prabhakar S.P. Prabhakar

Dr. G. Sujatha Sujatha G.

Sujatha G.
Lecturer in charge.

S.P. Prabhakar
Principal

Meeting 18.

Government Degree college, Mummidiivaram.

Department meeting (English)

Date 04-05-2024

A meeting of the staff of the English Department along with our principal is convened on 04-05-2024 at 11.30 AM in the Principal's chamber. Our Principal Dr. S. Prabhakar chaired the meeting.

Agenda:

1. Coverage of syllabus.
2. conducting online classes for II Semester students.

Resolutions: After a thorough discussion

the following resolutions have been made

1. It has been resolved to complete the syllabus in English, and Business Writing
2. It has been resolved to conduct online revision classes after completion of syllabus during summer holidays, as per the regular time table.

The meeting ended with thanks to the chair.

Members present

Dr. S. Prabhakar S.P. 2 W

Dr. G. Sujatha Sujatha G

Sujatha G.

S.P. 2 W

Principal.

Lecturer in charge

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Dr. B.R. Ambedkar Konaseema Dt. A.P.