

GOVERNMENT DEGREE COLLEGE

RAYACHOTY, ANNAMAYYA (Dist.)



ZOOLOGY

(UG courses)

Department of Zoology

Meeting Minutes Register

Academic year 2018-2019

Minutes of meeting

odd semester (I, III, V)

Dated:- 08-06-2018

Meeting 1:- start of semester

1. Introduction of the meeting:

-the meeting was held to discuss plans and activities for the commencement of the odd semester (I, III, V) for the academic year 2018-2019.

key points of discussion included curriculum planning, co-curricular activities, and preparations for internal assessments.

2. Agenda:-

- *Curriculum distribution and less planning.
- *Lab organization and requirements (zoology).
- *Commencement of classes for I, III and V semester.
- *Assignment for I, III, and V Semesters.
- *Action plan for the current year.

3.

3. Meeting Minutes:-

departmental meeting was held to discuss result analysis of the previous year and action plan for the current year.

Curriculum distribution and lesson planning were discussed

For zoology, lab organized and requirements

were discussed.

Classes commended For III & V semesters on 07-06-2018 and For I semester on 12-06-2018 and I semester on 12-06-2018

Assignments on basic zoological concepts (I sem), animal diversity (III sem), cell biology (V sem) were given.

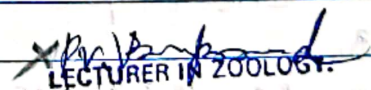
4. Action Taken report :

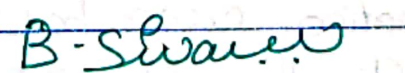
Departmental meetings conducted

curriculum and lesson plans prepared.

Classes commended For all relevant semesters

Initial assignments distributed.


LECTURER IN ZOOLOGY
Govt. DEGREE COLLEGE
RAYACHOTY - 516 269


B. Swarna
IQAC Co - Ordinator
GOVT. DEGREE COLLEGE
RAYACHOTY - 516269
Annamayya Dist., A.P.

Minutes of Meeting

Meeting 2: End of semester date : 10-09-2018

The meeting was held to review the activities conducted during the odd semester and to discuss the preparations for the end-semester examinations. Key points included the completion of curriculum, conduct of internal assessments, practical examinations, and revision for end-semester exams.

Agenda:

- * Commencement of 1st internal examination
- * practical examinations for I, III, V semesters
- * Last introduction day for I, III & V semesters
- * End semester examination for I, III & V semesters
- * Revision for end-semester exams
- * YVU practical examination for I, IIIrd and Vth semesters.
- * YVU semester End examination for 1st, IIIrd and Vth semester.

3. Meeting Minutes:

* 1st internal examinations was conduct For 1st, 2nd and 3rd semester.

* practical examinations were conducted From 01-10-2018.

* last introduction day was 06-10-2018.

* End semester examinations commenced From 11-10-2018 to 03-11-2018.

* YVU practical and semester-end examination were conducted.

4. Action Taken Report:

* internal examinations completed.

* practical examinations conducted.

* end-semester examinations conducted.

* Necessary revisions completed.

B. Sivasubramanian
IQAC Co-Ordinator
GOVT. DEGREE COLLEGE
RAYACHOTY - 516269
Annamayya Dist., A.P.

P. V. Venkatesh
LECTURER IN ZOOLOGY.
GOVT. DEGREE COLLEGE
RAYACHOTY - 516 269

Even semester (II, IV, VI) Minutes of Meeting

Meeting 1: start of semester dated: 05-11-2018

The meeting was convened to discuss the commencement of the even semester (II, IV, VI) for the academic year 2018-2019. Key discussion points included the commencement of classes, assignments and group discussion.

2. Agenda:

- * Commencement of classes for II, IV & VI semester
- * classwork for IInd, IVth and VIth semesters in zoology
- * Assignments on developmental biology (II sem), physiology (IV sem), evolution (VI sem),
- * Group discussion.

3. Meeting Minutes:

- * classes commenced for IInd, IVth & VIth semesters on 05-11-2018
- * classwork commenced for IInd, IVth and VIth semesters in zoology.
- * Assignments were given on developmental

biology (I sem), physiology (IV sem),
evolution (VI sem).

* Group discussion were held.

4. Action Taken Report :

* classes commenced for relevant semesters

* assignments distributed.

* Group discussions held.

B. Srinivas

IQAC Co - Ordinator
GOVT. DEGREE COLLEGE
RAYACHOTY - 516269
Annamayya Dist., A.P.

M

P. V. Venkatesh
LECTURER IN ZOOLOGY.

Govt. DEGREE COLLEGE
RAYACHOTY - 516 269

Minutes of Meeting

Meeting 2: End of Semester dated: 22-02-201

The meeting was held to review the activities of the even semester and to finalize the arrangements for the end semester examinations. Key points of discussion were the completion of the syllabus, internal examinations, practical examinations and other academic activities.

2. Agenda :

- * commencement of 1st internal examination for II, IV & VI semesters.

- * 2nd internal examinations for IInd, IVth and VIth semesters.

- * practical examinations for IInd, IVth & VIth semester.

- * End semester examination for IInd, IVth & VIth semester.

- * YVU semester end examination for IInd, IVth and VIth semester.

3. Meeting Minute :

- * 1st internal examination commenced on

17-12-2018

* 2nd internal examinations commenced on 11-02-2019.

* practical Examinations commenced on 22-02-20

* End semester examinations commenced on 07-03-2019.

* YUV semester and examinations were held

1. Action Taken Report :

* internal examinations conducted

* practical examinations conducted

* End-semester examinations conducted.

B. S. Srinivas
IQAC Co - Ordinator
GOVT. DEGREE COLLEGE
RAYACHOTY - 516269
Annamayya Dist., A.P.

P. V. Vinod
LECTURER IN ZOOLOGY,
GOVT. DEGREE COLLEGE
RAYACHOTY - 516 269