

Department
meeting
minutes



Government Degree college, Mummidiyavaram
Department of Zoology - Minutes of Meeting³

20/11/2023.

Date : 20.11.2023

Venue : Department of zoology GDC - Mummidiyavaram.

Chair person : Dr. S. prabhakar, principal

Members present :

1. Sri. D. pallam Raju. Lec. in chemistry
2. Dr. G. Sujatha. lec in English
3. Dr. N. Tulasi lakshmi. lec in Economics
4. Sri. I.H.S. Ramesh Babu lec. in zoology
5. Smt. P. Dwiga devi lec. in Botany

Agenda :

1. planing and approval of the field visit to pushkaravaram in Rajahmundry (Biodiversity species)
2. Logistical arrangements and responsibilities
3. student participation and instructions
4. Any other relevant matters.

Minutes of the Meeting :-

- * The Department resolved to conduct a field visit for B.Z.C students to pushkaravaram in Rajahmundry on 29.11.2023
- * It is resolved that the following staff participate in the field visit P. Dwiga devi, Dr. N. Tulasi lakshmi, Sri. D. pallam Raju; and I.H.S Ramesh Babu.
- * It is resolved to book a bus for transportation.

- * Student Instructions : It is resolved that student must wear ID cards, carry note books for observation and follow faculty guidelines.
- * Faculty suggested preparing a detailed field visit report post - visit

Conclusion :-

The meeting concluded with final confirmations of arrangements and responsibilities.

chair person :- Dr. S. prabhakar, principal

- G.D.C. Mummidiwaram

Signature : S.P. Ravi

Date : 20.11.2023

Government Degree College, Mummidivaram

Department of Zoology Minutes of Meeting

06/06/2024

Date : 06.06.2024
Venue : Department of zoology, G.D.C - Mummidivaram
Chair person : Dr. S. prabhakar principal
Members present :

1. Sri. D. pallam Raju
2. Dr. G. Sugatha
3. Smt. p. Durga devi

Agenda :

1. planning and approval of the admission campaign to improve the admissions for the academic year 2024 - 2025

Resolutions :

1. It has been resolved to conduct admission campaign to improve the admissions for the academic year 2024 - 2025.
2. It is resolved that the following staff participate in the admissions campaign in our committee
I.H.S Ramesh Babu.

The meeting concluded with thanks to the chair person and all the staff members.

Chair person : Dr. S. prabhakar, principal

Signature : S.P. Ramesh Babu

Date : 06.06.24

Government Degree college, Mummidiwarlam
Department of Zoology, Minutes of Meeting

25/06/2024

Date : 25/06/2024

Venue : Department of zoology

A meeting of the staff of the zoology Department along with our principal is convened on 25/06/2024 at 10 AM in the principal's chamber. Our principal Dr. S. prabhakar chaired the meeting.

Agenda :

1. Review the status of admissions.
2. Conducting Viva voce for Internship students.

Resolutions :

1. After discussion the following resolutions have been made.
2. It has been resolved to go for campaigning for admission and motivate the students.
3. conduct viva voce for start time Internship student on 1.6.2024 and 2.6.2024

The meeting ended with thanks to the chair person.

chair person : Dr. S. prabhakar, principal

signature : S. P. R. W.

Date : 25.6.24

Government Degree college, Mummidiwararam
Department of Zoology, Minutes of Meeting

10.07.2024

A meeting of the staff of the Zoology Department along with our principal is convened on 10.07.2024 at 11 AM in the principal chamber. Our principal Dr. S. prabhakar chaired the meeting.

Agenda :

1. Departmental work load of III IV semester syllabus.

Resolution :

After a through discussion of the syllabus the following work load is assigned to I.H.S Ramesh babu lec. in zoology

Syllabus titles with work load :-
Vth Sem.

- 1) G(A) sustainable aquaculture Management - V sem
 - 2) F(A) post harvesting technology in fish and fishery - V sem
- IIIrd sem.

- 1) Animal Diversity-II :- Biology of Chordates.

Members present :-

1. Dr. S. prabhakar
2. G. Sugatha
3. D. pallam Raju
4. I.H.S Ramesh Babu
5. P. Dwiga devi

Syathu

S.P. S. W

Signature of the principal

Date : 10.7.24

Government Degree college, Mummidiwarum
Department of Zoology, Minutes of Meeting

02/08/2024

A meeting of the staff of the Zoology Department along with our principal is convened on 02.08.2024 at 10 AM in the principal chamber. Our principle Dr. S. prabhakar chaired the meeting.

Agenda :

1. Department workload of I semester.

Resolution :

After a through discussion of the syllabus the following work load is assigned to I. H. S Ramesh Babu.

- 1) Introduction to classical Biology — I sem
- 2) Introduction to applied Biology — I sem

Members present :-

Dr. S. prabhakar

Dr. G. suratha

sri I. H. S Ramesh Babu

sri D. pallam Raju

Signature
R

S.P.S. R.N.

Signature of the principal

Date : 2.8.24

Government Degree College, Mummidiyooram
Department of zoology, Minutes of Meeting

4/11/2024

A meeting of the staff of the zoology Department along with our principal is convened on 04.11.2024 at 11 AM in the principal's chamber. Our principal Dr. S. prabhakar chaired the meeting.

Agenda :

1. Review of syllabus coverage (III & IV)
2. Result analysis of II semester

Resolution :-

After a through discussion the following resolutions have been made.

It has been resolved to complete III and IV semester syllabus before portical examinations.
To analyse the result of II semester students.

The meeting ended with thanks to the chair person.

Members. present :-

1. Dr. S. prabhakar 
2. D. pallam Raju 
3. Dr. G. Sujatha
4. I. H. S Ramesh Babu 

S. Prabhakar
signature of the principal
Date : 4.11.24

Government Degree College, Mummidiwarani
Department of Zoology, Minutes of Meeting 1

02/12/2024

A meeting of the staff of the Zoology Department along with our principal is convened on 02.12.2024 at 10 AM into principal chamber.
Our principal sir Dr. S. prabhakar chaired the meeting.

Agenda :-

1. Review of syllabus coverage (I semester)
2. Department work load for II and IV semester

Resolutions :-

After a through discussion the following resolutions have been made.

It is resolved resolved to complete the syllabus of I semester zoology and conduct revision classes.

- * It is resolved to complete the syllabus of (I) semester zoology.
- * The following is the workload assigned to Department of zoology.

Animal Diversity I - Biology of Non-chordates - II sem

Animal physiology :- life sustaining system

Embryology

Members present : Dr. S. prabhakar

D. pallam Rago

I. H. S Ramesh Babu

signature of the principal

Date : 2.12.24

22.01.2025

1. A meeting of the staff along with our principal Dr. S. prabhakar is convened on 22.01.25 at 11 AM in the principal's chamber.
2. Our principal Dr. S. prabhakar chaired the meeting.

Agenda :-

1. Discussion about Department activities.
2. Department Marks register
3. Discussion about R.J.D Visit & Academic Audit

Resolutions :-

1. It has been our principal's instructions all the staff are been resolved to complete Department Activities.
2. It has been resolved to complete Departmental marks register & Result Analysis 2021 to 2024.
3. It has been resolved to submit the department activities with proofs in the college website due to R.J.D Visit and Academic Audit

Conclusion :-

The meeting ended with thanks to the chair person.

Members present :-

Dr. S. prabhakar, principal

Dr. G. sujatha, lec. in English *Signature*

Sri. D. pallam Raju, lec. in chemistry *Signature*

Sri. I. H. S. Ramesh Babu *Signature*

Signature
signature of the principal

Date : 22.01.25

Government Degree college, Mummidiwarum

Department of zoology minutes of Meeting

14.02.2025

Members present :-

1. Sri. D. pallam raju lec. in. chemistry
2. Smt. P. Durga devi
3. Sri. I. H. S. Ramesh Babu. 

Agenda :

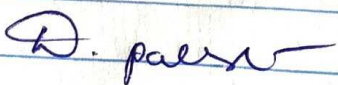
1. planing and preparation for Mid - I Examinations for - IV semester
2. syllabus and paper Model.

Minutes of the Meeting :-

The department of zoology resolved to planing and preparation for Mid - I Examinations for IV semester (BSc Botany) students from 20-02-2025 to 22.02.2025

It is resolved that the syllabus for the MID-I Examinations be completed in time.

Chair person :- Sri. D. pallam Raju, lec in. chemistry

Signature : 

Date : 14.02.25

S.P. 
14.2.25