

Government Degree College, Mummidiivaram
Department of Botany
Minutes of Meeting — ① 7

Date : 20.11.2023

Date : 20/11/2023 (Monday)

venue : Department of Botany, GDC - Mummidiivaram

chair person : Dr. S. prabhakar, principal

Members present :-

1. Sri. D. pallam Raju, lec. in. chemistry
2. Dr. N. Tulasi lakshmi, lec. in. Economics
3. Sri. G. H. S. Ramesh Babu, lec. in. zoology
4. Smt. P. Durga Devi, lec. in. Botany

Agenda :-

1. planning and approval of the field visit to Kadiam Nursery and Medicinal plants Garden, Rajahmundry.
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 Kadiam, Nursery and Medicinal plants Garden, Rajahmundry on 29.11.2023.
- * It is resolved that the following staff participate in the field visit Smt. P. Durga Devi, Dr. N. Tulasi lakshmi, Sri. D. pallam Raju, and Sri. G. H. S. Ramesh Babu.
- * It is resolved to book a bus for transportation.
- * It is resolved to get permission letter from the all the parents to participate in the field visit.

Student Instructions :- * It is resolved that students must wear ID cards, carry note-books for observation and follow faculty guidelines.

* Faculty suggested preparing a detailed field visit report post-visit.

* It was decided that students should present their observations and findings in the upcoming class.

Conclusion :-

The meeting concluded with final confirmations of arrangements and responsibilities.

Chair person : Dr. S. Prabhakar, principal
GDC - Mummidi Varam.

Signature : S. Prabhakar

Date : 20.11.2023

PRINCIPAL

GOVERNMENT DEGREE COLLEGE

MUMMIDIVARAM - 533 216

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

Government Degree College, Mummidiwaruam.
Department of Botany
Minutes of Meeting — (029)

Date : 06.06.2024

Date : 06/06/2024 (Thursday)

Venue : Department of Botany, G.D.C - Mummidiavaram

Chair person : Dr. S. Prabhakar, principal.

Members present :

1. Sri. D. pallam Raju
2. Dr. G. Sujatha
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 :-

- * It has been resolved to conduct admission Campaign to improve the admissions for the academic year 2024-25.

- * It is resolved that the following staff participate in the admissions Campaign in our Committee.
- | | | |
|-------------------|------------------------|---------------|
| 1. Sri. Kulakarni | 2. Dr. G. V. padmanadh | 3. Sri. china |
| Satyannarayana | 4. P. Durga Devi. | |

Conclusion :-

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

Chair person : Dr. S. prabhakar, principal.

GDC. Mummidiwarum.

Signature : B. P. R. N.

Date : 6.6.2024

GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr.B.R. Ambedkar Konaseema Dt. A.P.

Date : 25.06.2024

Date : 25/06/2024 (Tuesday)

A meeting of the staff of the Botany Department along with our principal is Convened on 25.06.2024 at 10.30 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 :-

- * After discussion the following resolutions have been made.
- * It has been resolved to go for Campaigning for admissions and motivation the students.
- * Conduct viva voce for short time Internship students on 1.6.2024 and 2.6.2024.

Conclusion :-

The meeting ended with thanks to the chair person.

Chair person : Dr. S. Prabhakar, Principal
GDC - Mummidiavaram.

Signature : S. Prabhakar

Date : 25.06.2024

PRINCIPAL
GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr. B.R. Ambedkar Konaseema D.A.P.

Date : 05/07/2024

Date : 05/07/2024 (Friday)

A meeting of the staff of the Botany Department along with the other staff members is Convened at 10 AM in the Room NO-05 our Head of the Department chaired the meeting.

Members present :-

1. Smt. P. Durga Devi
2. Sri. T.H.S. Ramesh Babu

Agenda :

Work load of the Department
Syllabus of the V Semester
Time table of the V Semester

Resolutions :

It has been decided that the workload of the department as per the university schedule is hours per week for V Semester students.

Entire work will be handled by Smt. P. Durga Devi in Botany. A discussion is made about the syllabus prescribed by Adikavi Nannaya University for UG Courses for V Semester plant tissue culture (6C) and Mushroom cultivation (7C). It has been decided to accommodate hours per week in the timetable for BZC students.

The meeting ended with thanks to all the staff members.
Chair person : Sri. D. Pallam Raju, Lec. in Chemistry.

Signature :

Date :

S. Prabhakar
Signature of Principal
GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr. B.R. Ambedkar Konaseema D.A.P.

Date : 05.08.2024

Date : 05.08.2024 (Monday)

A meeting of the staff of the Botany department along with our principal is convened on 05-08-2024 at 12:30 PM in the principal's chamber. Our principal Sir Dr. S. Prabhakar chaired the meeting.

Agenda :-

1. Recruitment of Guest Faculty.

Resolution :-

The principal of our college recruited guest faculty. She (Smt. Devi Siresha) is selected through five men committee of our college. She is recruited as Guest Faculty in Department of Botany on 06/08/2024.

Conclusion :- The meeting ended with thanks to the staff members.

Chair person : Dr. S. Prabhakar, Principal
GDC Mummidivaram

Signature : S.P. 2/11

Date : 5.8.24

PRINCIPAL
GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr. B.R. Ambedkar Konaseema Dt. A.P.

Date : 06.08.2024

Date : 06.08.2024 (Tuesday)

A meeting of the staff of the Botany Department along with our principal is convened on 06.08.2024 at 4 PM in the principal's chamber. Our principal Dr. S. Prabhakar chaired the meeting.

Members present :-

1. Sri. D. Pallam Raju
2. Smt. P. Durga Devi
3. Smt. D. Devi Siresha

Agenda :-

1. Department workload of I, II, III Semesters Syllabus.
2. Work Distribution.

Resolutions :-

After a thorough discussion of the Syllabus the following work load is assigned to P. Durga devi and D. Devi Siresha.

* P. Durga devi.

1. plant tissue culture (GC) - I Semester
2. Vascular plants - III Semester (Botany Major)
3. plant Biotechnology - III Semester (Botany Major)
4. Introduction to applied Biology - I Semester (B. Major)
5. Principles of Biological Science - I Semester (BA, B.Com) (M.D.C.)

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* D. Devi Sireesha :-

1. Mushroom Cultivation (#C) - V Semester
2. plant breeding - III Semester (Major Botany)
3. plant pathology & plant Diseases - III Semester (M. Botany)
4. Introduction to classical Biology - I Semester (M. Botany)
5. Health and Hygiene (skill) - II Semester (BA, B. com)

Conclusion :- The meeting ended with thanks to the staff Members.

Chair person :- Dr. S. Prabhakar, principal
GDC, Mummidiavaram

Signature : S. Prabhakar

Date : 6.9.24

PRINCIPAL
GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr. B. B. Ambedkar Konaseema DLAP

Government Degree College Mummidiavaram

Department of Botany

Minutes of Meeting - (07) 15

Date : 12.09.2024

Date : 12.09.2024 (Thursday) -> (Notice)

Venue :- Department of Botany, GDC - Mummidiavaram

Chair person :- Sri. D. Pallam Raju lec. in Chemistry

Members present :-

1. Sri. D. Pallam Raju lec. in Chemistry
2. Smt. P. Durga devi lec. in Botany
3. Smt. D. Devi Sireesha lec. in Botany

Agenda :-

1. planning and preparation for Mid-I Examinations for I Semester.
2. Syllabus and paper Model.

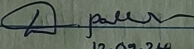
Meeting Resolutions :-

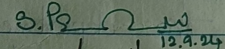
1. The department of Botany resolved to planing and preparation for Mid-I Examinations for I Semester (B.Sc - Botany) students, on 16/09/2024 to 20/09/2024.
2. It is resolved ^{to complete} that the syllabus for the Mid-I Examinations.
3. It is resolved ^{to fix} that the paper pattern of the I Semester Mid-I Examinations for B.Sc. (Botany) Students.

Conclusion :-

The meeting concluded with final confirmations and timetable of Mid - I Examination for I Semester students.

Chairperson : Sri D. pallam Raju, lec. in chemistry

Signature : 
Date : 12.07.24


Signature of the principal
PRINCIPAL
GOVERNMENT DEGREE COLLEGE
MUMMIDI VARAM - 533 216
Dr. B.R. Ambedkar Konaseema Dt. A.P.

Government Degree College, Mummidi Varam.
Department of Botany.
Minutes of Meeting - 08

Date : 04.11.2024

Date : 04.11.2024 (Monday)

A Meeting of the staff of the Botany Department along with our principal is convened on 04.11.2024 at 11:00 AM in the principal's chamber.

Our principal Dr. S. prabhakar chaired the meeting.

Agenda :

1. Review of the syllabus coverage (I & II sem)
2. Result analysis of I Semester.
3. Timings change of I year classes.

Resolutions : After a discussion the following resolutions have been made.

1. It has been resolved to complete II - Semester syllabus before practical Examinations.
2. To analyse the results of the I Semester students.
3. To change the timings of I year students from 8 AM to 12 PM. Due to university practical Examinations.

Conclusion :-

The meeting ended with thanks to the chair person.

Members present :-

Dr. S. prabhakar, principal

Dr. G. Sujatha, lec. in. English

smt. P. Durga devi, lec. in. Botany

smt. D. Devi Sireuha, lec. in. Botany

Signature of the principal
PRINCIPAL
GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr. B. R. Ambedkar Konaseema D.A.P.

Government Degree College, Mummidiavaram,
Department of Botany
Minutes of Meeting - (09)

Date : 05.12.2024

Date : 05/12/2024 (Thursday)

1. A Meeting of the staff of the Botany Department along with our H.O.D is Convened on 05.12.2024 at 10 AM in the Room NO-5.
2. Our H.O.D Sri. D. pallam Raju chaired the meeting.

Agenda :-

1. Workload of the Department.
2. Syllabus of the IV-semester & II semester
3. Time table of the IV-semester & II semester

Resolutions :-

1. It has been decided that the workload of the botany department as per the university schedule is 36 hours per week for IV & II Semesters. The Entire work will be handled by smt. P. Durga devi and smt. D. Devi Sireuha lec. in. Botany.
2. A discussion is made about the syllabus prescribed by Adikavi Nannaya university for UG Courses for IV & II Semester.

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IV Semester :

1. Anatomy & Embryology of Angiosperms
2. plant Ecology, Bio diversity and Phytogeography
3. plant Resources & utilization

II Semester :

1. Non-vascular plants
2. Origin of life and Diversity of Microbes.

It has been decided to accommodate 36 hours per week, in the time table for the BSc (Botany) students.

Conclusion :- The meeting ended with the thanks to all staff Members.

Chair person : Sri. D. pallam Raju (lec. in chemistry)

Signature : D. pallam

Date : 05.12.2024

3.8 W
5/12/24

Signature of the principal.

GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr.B.R. Ambedkar Konaseema Dt. A.P.

Government Degree College, Mummidiavaram. Department of Botany. Minutes of Meeting - 21 (10)

Date : 22.01.2025

Date : 22/01/2025 (Wednesday)

1. A Meeting of the staff along with our principal Dr.s. prabhakar is Convened on 22.01.2025 at 12 PM in the principal's chamber
2. Our principal Dr.s. prabhakar chaired the meeting.

Agenda :-

1. Discussion about Departmental activities.
2. Departmental Marks registers.
3. Discussion about R.T.D visit & Academic Audit.

Resolutions :

1. It has been our principal's instructions all the staff are been resolved to Complete Departmental activities.
2. It has been resolved to Complete Departmental Marks registers & Result analysis 2021 to 2024.
3. It has been resolved all departments to Submit their departmental activities, with proofs in the College website due to

22.01.2025

R.T.D visit and Academic Audit.

Members present :

1. Dr. G. Sujatha, Lec. in. English
2. M. Bhuvaneshwari, Lec. in. Commerce
3. D. Dewi Siresha, Lec. in. Botany
4. P. Durga Dewi, Lec. in. Botany

Chair person :- Dr. S. Prabhakar, Principal.
GDC, Mummidivaram.

Signature : S.P. [Signature]

Date : 22.01.25

PRINCIPAL
GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr.B.R. Ambedkar Konaseema Dt. A.P.

Government Degree college, Mummidivaram.

DEPARTMENT OF BOTANY

Departmental Meeting

(11)

23

Date : 1.02.2025

Date : 1.02.2025

Venue : Department of Botany

Agenda :

1. To Discuss and plan the Conduct of remedial Coaching classes for slow learners of II B.Sc Botany.

Resolutions :-

1. The department of Botany has decided to Conduct "remedial Coaching" classes for slow learners of II B.Sc Botany from 1.02.2025 onwards.
2. The objective of these classes is to provide additional academic support and strengthen the understanding the fundamental Concepts of Botany.
3. Faculty members will identify the slow learners basing on the internal assessment and class performance.
4. Classes will be scheduled beyond regular College hours and avoid academic disturbance.

5. The remedial classes will focus on key topics where students face difficulties.
6. A program review will be conducted periodically to assess the effectiveness of the coaching.

Members present :

1. Sri. K. Chittibabu, Lec. in Mathematics (Incharge principal) ✓
2. Sri. D. pallam Raju, Lec. in Chemistry ✓
3. Smt. P. Durga Devi, Lec. in Botany ✓
4. Smt. D. Devi Sireesha, Lec. in Botany ✓

K. Chittibabu
Signature of the principal.
K. CHITTIBABU

M.Sc, CSIR-JRF, NET
Lecturer in Mathematics
Govt. Degree College
MUMMIDIVARAM - 533216
Dr.B.R. Ambedkar Konaseema Dist, A.P.

Government Degree College, Mummdivaram.
Department of Botany.
Departmental Meeting — (12) 25

Date: 14.02.2025

Date: 14.02.2025 (Friday)

Venue: Department of Botany

Chair person: Sri. D. pallam Raju, Lec. in Chemistry

Members present :-

1. Sri. D. pallam Raju, Lec. in Chemistry ✓
2. Smt. P. Durga Devi, Lec. in Botany ✓
3. Smt. D. Devi Sireesha, Lec. in Botany ✓

Agenda :-

1. planning and preparation for Mid-1 Examinations for - IV semester.
2. Syllabus and paper Model.

Minutes of the Meeting :-

1. The Department of Botany resolved to planning and preparation for Mid-1 Examinations for - IV semester (Bsc Botany) students from 20-02-2025 to 22-02-2025.
2. It is resolved that the syllabus for the Mid-1 Examinations be completed in time.

Chair person : Sri. D. pallam Raju, Lec. in Chemistry

Signature: D. pallam

Date: 14.02.25

S. R. R. W.
Signature of the principal.
14.2.25
GOVERNMENT DEGREE COLLEGE
MUMMIDIVARAM - 533 216
Dr.B.R. Ambedkar Konaseema Dt. A.P.