

Department of Botany

25/04/2024

All the staff members of Botany Department are requested to meet in the staff room at 4:00 pm on 25-04-2024 to discuss the following Agenda.

Agenda :-

- ⇒ Planning for 2 months short term Internship work for the II BSc (BZC) students.
- ⇒ mapping of II BSc students in the map.
- ⇒ Planning for CSP project and giving Explanation to the II BSc (Botany) Honours.
- ⇒ Explaining about Preranamithra app for the CSP project.
- ⇒

M. Satish

Incharge of the Department
Lecturer in Charge
Department of Botany
SKVT Govt. Degree College
RAJAHMUNDRY-533 101.

Staff :-

① M. Satish

② B. Mallesh

PRINCIPAL
S K.V.T. Government Degree College
Rajahmendravaram
East Godavari Dist, A.P. INDIA

Meeting - Resolutions	Action taken Report
* It is resolved to prepare students to attend industry	* on - 01-05-2024 onwards IBSC students must attend Industry
* It is resolved to take an action for mapping of students in the imap	* It is mandatory to map every student in the imap
* It is resolved to prepare IBSC (Botany) Honours Students to download preranamithra app.	* 1st may onwards students compulsorily to do preranamithra survey
* It is resolved to monitor students in CSP projects	* Compulsory for public Examination point of view CSP.

Lecturer in Charge
 Department of Botany
 SKVT Govt. Degree College
 RAJAHMUNDRY-533 101.

SKVT Government Degree College
 Rajahmundry
 East Godavari Dist. A.P. INDIA

Resolutions

The department members met at 4.00 pm and made the following Agenda

- ⇒ It is resolved to prepare students to attend Industry for 2 months internship for the II BSc - B2C students.
- ⇒ It is resolved to prepare students data to map them in the imap
- ⇒ It is resolved to prepared I BSc (Botany) honours to do CSP project in the pranamithra app.

Teaching staff

① M. Sahithi

② Dr. Mallikarjuna

PRINCIPAL
S.K.V.T. Government Degree College
Rajahmundry
East Godavari Dist, A.P. INDIA

M. Sahithi
Incharge of the Department
Lecturer In Charge
Department of Botany
SKVT Govt. Degree College
RAJAHMUNDRY-533 101.

Department of Botany

All the staff members of Botany Department are requested to meet in the staff room at 11:00am on 6-05-2024 to discuss the following Agenda.

Agenda:-

- ⇒ Monitoring of students in the way of Internship
- ⇒ Guiding them to fill the data of i-map
- ⇒ Guiding them to send their regular internship details in the i-map
- ⇒ Explaining the preranamithra for Trase students

M. Sathya
Incharge of the Department
Department of Botany
SKVT Govt. Degree College
RAJAHMUNDRY-533 101

Teaching Staff:-

- ① M. Sathya
- ② T.S. Mallikarjuna

PRINCIPAL
S.K.V.T. Government Degree College
Rajahmendravaram
East Godavari Dist, A.P. INDIA

Meeting - Resolutions	Action taken Report
* It is resolved to prepare students to attend industry	* monitoring students to attend industry
* It is resolved to fill the data of work in the imap	* monitoring students to fill their data regularly in the imap
* It is resolved to Explain pranamithra for the 1st Bsc. students	* Explain the students about pranamithra and clarifying doubts.
* It is resolved to Explain about CSP and monitoring them to CSP at phone with the help of students of their nearer schools.	* checking of students phones about CSP project details.

Principal
K.V.T. Government Degree College
Rajahmundry-522 001

Principal
K.V.T. Government Degree College
Rajahmundry-522 001
East Godavari Dist. A.P. INDIA

Resolutions

The department members met at 11.00 a.m. and made the following Agenda

- It is resolved to prepare students to attend industry.
- Monitoring students to fill their data regularly in the i-map.
- Explain the students about prerana mithra and clarifying doubts.
- Checking of students phones and clarifying their doubts and detailing CSP projects.

M. Salilla

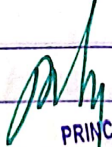
Incharge of the department

Lecturer in Charge
Department of Botany
SKVT Govt. Degree College
RAJAHMUNDRY-533 101.

Teaching Staff :-

① M. Salilla

② K. Mallikarjun


PRINCIPAL
S.K.V.T. Government Degree College
Rajamahendravaram
East Godavari Dist, A.P. INDIA

Department of Botany

1/10/2021

1/10/2021

All the staff members of Botany Department are requested to meet in the staff room at 4.00 pm on 6-06-2021 to discuss the following Agenda:

Agenda :-

- ① planning of Academic Curriculum
- ② planning for admissions and monitoring work.
- ③ preparation of Time-tables for the next Semester.
- ④ updation of department work-files.
- ⑤ Monitoring of CSP and 2 months internship at i-map.

M. Sabitha

Incharge of the Department

Lecturer in Charge
Department of Botany
SKVT Govt. Degree College
RAJAHMUNDRY-533 101.

Teaching staff :-

① M. Sabitha

② B. Mallenayya

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Meeting - Resolutions	Action Taken Report
* It is resolved to prepare annual curriculum plan.	* preparation of annual curriculum
* It is resolved to monitor II Bsc students regularly	* Regular tarking and monitoring of students
* It is resolved to prepare time-table for the next semester	* Preparation of timetable for next semester.
* It is resolved to update department files.	* updation of files.

Department of Biology
 SKVT Govt. Degree College
 RAJAHMUNDRY-833 101.

PRINCIPAL
 SKVT Government Degree College
 RAJAHMUNDRY-833 101.

Resolutions

The department members met at 4:00 pm and made the following Agenda.

- ⇒ It is resolved to prepare annual curriculum plan
- ⇒ It is resolved to monitor students in the map & CSP work
- ⇒ It is resolved to prepare odd semester timetable for the 2024-2025 academic year.
- ⇒ It is resolved to update files for the purpose of Nacc.

M. Sathya

Incharge of the Department

Lecturer in Charge
Department of Botany
SKVT Govt. Degree College
RAJAHMUNDRY-533 101.

Teaching Staff :-

① M. Sathya

② B. Mallu

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S.K.V.T. Government Degree College
Rajahmundry
East Godavari Dist, A.P. INDIA

Department of Botany

Action Taken Report

28/06/2024

All the staff members of Botany and zoology departments are requested to meet in the staff room at 3:30 pm on 28-06-2024 to discuss the following Agenda:

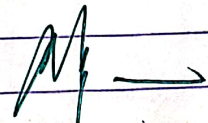
Agenda :-

- ① Preparation of class work Time table for the next academic year
- ② Planning for I semester practical Examinations
- ③ Planning for attend International Conference at PRGDCOLLEGE at Kakinada.

M. Sabitha
Incharge of the Department

Teaching staff :-

- ① M. Sabitha
- ② K. Satyanarayana
- ③ B. Mallikarajulu



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Meeting - Resolutions

- * It is resolved to prepare academic year-time-table for class work.
- * It is resolved to conduct II semester public practical Examinations
- * It is resolved to conduct classes for the next academic year
- * It is resolved to update records.

Action taken Report

- * preparation of class-time-tables.
- * Preparation of practical-time-tables and conduction of practical Examination.
- * Conduction and monitoring of classes.
- * Taking care of updation of prop. Records.

Resolutions

The department members met at 9:30 pm and made the following Agenda.

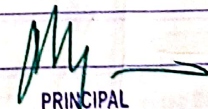
- ⇒ It is resolved to prepare timetable for the next academic year
- ⇒ It is resolved to conduct II semester public Examination on 2-7-2024 onwards.
- ⇒ Submission of practical and sessionals award list on 8-7-2024.
- ⇒ It is resolved to attend International Conference organized by CCE at PRGDC, Kakinada on 5-7-2024 & 6-7-2024
- ⇒ It is resolved to conduct classes on 8-7-2024.
- ⇒ It is resolved to update records.

M. Salithe

Incharge of the Department

Teaching Staff:-

- ① M. Salithe
- ② K. Satyenarayan (zoology)
- ③ B. Malliswara Rao



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Department of Botany

18-07-2024

All the staff members of Botany department is requested to meet in the staff room at 3.30pm on 18-07-2024 to discuss the following Agenda.

Agenda:-

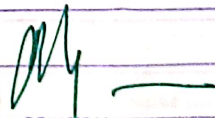
- ① Preparation of class II BSC - Botany students to CSP Viva.
- ② Preparation of III BSC - Botany students to the classwork.
- ③ Upgradation of Green House & Garden at college campus.

M. Sathya

Incharge of the Department

Teaching staff:-

- ① M. Sathya
- ② B. Malliswari



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<u>Meeting - Resolutions</u>	<u>Action taken Report</u>
* It is resolved to prepare CSP records.	* Prepared CSP records Ep - finalized
* It is resolved to conduct CSP viva.	* Students must attend viva.
* It is resolved to conduct 2 months viva.	* III BSc (Botany) students also must prepare 2 months interm.
* It is resolved to upgrade Green Hous.	* Compulsory to upgrade Green Hous
* Do Garden work.	* Develop Garden

Resolution

The department members met at 3.30 pm and made the following Resolutions.

⇒ It is resolved to prepare CSP records.

⇒ It is resolved to conduct viva.

⇒ It is resolved to conduct 2 monthly internship viva.

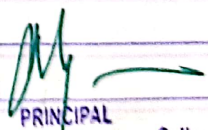
⇒ Upgrade Green House & Garden.

M. Sabitha
Incharge of the Department

Teaching Staff :-

① M. Sabitha

② B. Malleswar Rao


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Department of Botany

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10-08-2024

All the staff members of Botany department is requested to meet in the staff room at 3.30 pm on 10-08-2024 to discuss the following Agenda.

Agenda :-

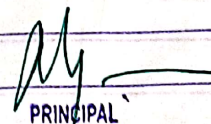
- (1) Preparation of Records for verification of NAAC peer team.
- (2) Getting ready to face NAAC team
- (3) Arrangement of Snacks, Saplings for the NAAC peer team.
- (4) Preparation of Department to visit NAAC peer team.
- (5) Preparation of students to face NAAC peer team on 13-8-2024 & 14-8-2024
- (6) Preparation of ppt is compulsory.

M. Sabilla

Incharge of the Department.

Teaching Staff :-

- ① M. Sabilla 10/8/24
- ② B. Mallikarjun 10/8/24



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Rajahmundry
East Godavari Dist. A.P. INDIA

Meeting of 20/11/2019

Meeting Resolutions	Action-taken Report
* It is resolved to prepare Records to Show NAAC peer-team	Compulsory to prepare Records for NAAC peer
* It is resolved to visit of NAAC peerteam	'Beautification of Depar-ent is compulsory
* It is resolved to arrange peerteam Refreshments	compulsory to arrange Refreshments if necessary
* It is resolved to Prepare Students to face NAAC peerteam	compulsory to prepare students to face NAAC peerteam
* It is resolved to prepare department powerpoint presentation	Compulsory to give ppt in presence of NAAC peerteam

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Resolutions

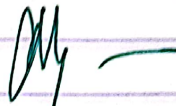
The department members met at 3.30 pm and made the following Resolutions.

- (1) It is resolved to prepare department to face NAAC peer-team visit of 13-8-24 & 14-8-24.
- (2) It is resolved to prepare All the documents and files to show them.
- (3) It is resolved to prepare students to face NAAC peer team.
- (4) It is resolved to arrange refreshments.
- (5) It is resolved to prepare department power point presentation.

M. Sathya
10/8/24
Incharge of the Department

Teaching Staff :-

- ① M. Sathya Incharge
- ② R. Mallawartha


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Department of Botany

22-8-2024

All the staff members of Botany department is requested to meet in the staff room at 3.30 pm on 22-8-2024 to discuss the following Agenda.

Agenda :-

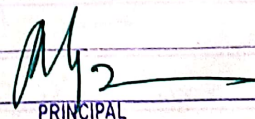
- (1) Planning of Academic Curriculum
- (2) Planning for admission work and confirmation & verification of students data.
- (3) Preparation of Time-tables for the next academic year
- (4) Preparation & planning of Bridge course classes for the 1st BSC (Botany) Honours students.
- (5) Preparation of 1st mid Examination papers for the II & III BSC Students.

M. Sathya
22/8/24
Incharge of the Department

Teaching Staff :-

① M. Sathya

② B. Mallikarjuna



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S.K.V.T. Government Degree College
Rajamahendravaram
East Godavari Dist, A.P. INDIA

Meeting-Resolutions

- (1) It is resolved to prepare Academic curriculum plan.
- (2) It is resolved to plan admission work and confirmation of seats.
- (3) It is resolved to prepare Timetable for the next academic year.
- (4) It is resolved to prepare & plan Bridge course & Remedial courses for the academic year 2024-2025.
- (5) Preparation of question papers for the mid Examination.

Action taken Report

Compulsory to prepare Academic curricular plan
Compulsory to do admission work and seat confirmation

Preparation of timetables.

preparation and planning of Bridge course & Remedial classes for the academic year 2024-25

Preparation of question papers for the mid examinations in compulso

Resolutions

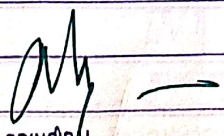
The department members met at 3.30pm and made the following Resolutions.

- (1) It is resolved to prepare academic curriculum plan.
- (2) It is resolved to complete admission work and confirmation of seats.
- (3) It is resolved to prepare timetables.
- (4) It is resolved to plan Bridge & Remedial courses for IBSC & II & III BSC students.
- (5) It is resolved to conduct mid examinations on - 2-9-2024 on records for II & IV BSC students.
- (6) It is compulsory to prepare question papers for mid Examination.

M. Solith ^{22/8/24}
Incharge of the Department

Teaching staff :-

- ① M. Solith
- ② B. Mallikarjuna


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 Rajamahendravaram
 East Godavari Dist, A.P. INDIA

Department of Botany

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2-9-2024

All the staff members of Botany department is requested to meet in the staff room at 3.30 pm on 2-09-2024 to discuss the following Agenda.

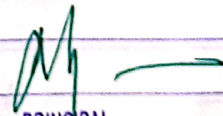
Agenda :-

- (1) Planning for teachers day celebrations
- (2) planning to arrange Vinayaka chavithi prathna Exhibition -
- (3) Collection of Vinayaka prathna leaves and preparation of students for their medicinal value of.
- (4) Arrangement of Eco-friendly Vinayaka prathima.

M. Sabitha
Incharge of the Department.

Teaching Staff :-

1. M. Sabitha
2. B. Mallesh



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Rajamahendravaram
East Godavari Dist, A.P. INDIA

Meeting-Resolutions

- ① It is resolved to attend & participate teachers day celebrations
- ② It is resolved to arrange Vinayaka Chavithi pathra Exhibition.
- ③ It is resolved to arrange Eco-friendly Vinayaka prathima.
- ④ It is resolved to prepare students to explain the importance & medicinal value to the outers who attended Exhibition.

Action taken Report

- Compulsory to attend teachers day.
- Compulsory to arrange Vinayaka chavithi pathra Exhibition it is an best pr
- Compulsory to arrange Eco-friendly Vinayaka prathima.
- prepare students to explain medicinal value of Vinayaka pathra leaf.

Resolutions

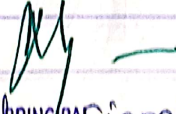
The department members met at 3.30 pm and made the following Resolutions.

- ① It is resolved to attend & participate teachers day celebrations.
- ② It is resolved to arrange vinayaka chavithi pathai Exhibition at our Botany department on 6.9.24
- ③ It is resolved to prepare Eco-friendly vinayaka pradhima for this Exhibition
- ④ It is resolved to prepare students to Explain pathai medicinal & Economic values to the ones who are attended Exhibition.

M. Sabitha
Incharge of the Department.

Teaching staff

- ① M. Sabitha
- ② S. Mallesh


 Principal PRINCIPAL Signature
 S.K.V.T. Government Degree College
 Rajamahendravaram
 East Godavari Dist, A.P. INDIA

Department of Botany

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16-09-2024

All the staff members of Botany department is requested to meet in the staff room at 3.30pm on 16-09-2024 to discuss the following Agenda.

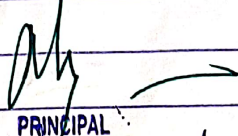
Agenda :-

- ① planning to plantation program in the name of Student - Mother
- ② Clean & Green at the campus.
- ③ Awareness program on O₃-zone depletion
- ④ planning for seminars for the II BSc & III BSc students.
- ⑤ planning to conduct Quiz programme.
- ⑥ planning to arrange Guest lecture at our Botany department.

M. Sathya ^{16/9/24}
Incharge of the Department

Teaching Staff :-

1. M. Sathya
2. B. Mallesh


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Sri K.V.T. Government Degree College
Rajamahendravaram
East Godavari Dist. A.P. INDIA

Meeting - Resolutions	Action-taken Report
1. It is resolved to conduct plantation programme at College Campus on 17-9-2024	Compulsory to conduct plantation programme at college campus.
2. It is resolved to do Clean & Green programme	Compulsory to do Clean & Green programme.
3. It is resolved to conduct Ozone day awareness programme.	Conduct O ₃ awareness programme.
4. It is resolved to conduct Student Seminars.	Conduction of Student Seminars is compulsory.
5. It is resolved to conduct Quiz programme	Conduction of Quiz is also important.
6. It is resolved to arrange Guest lecture.	Compulsory to arrange Guest lecture.

Resolutions

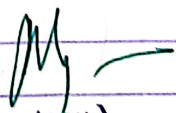
The department members met at 3.30 pm and made the following Resolutions.

1. It is resolved to conduct plantation programme at college campus on 17-9-2024
2. It is resolved to do Clean & Green programme.
3. It is resolved to conduct Ozone day awareness programme.
4. It is resolved to conduct student seminars.
5. It is resolved to conduct Quiz programmes.
6. It is resolved to arrange Guest Lecture at our department.

M. Sabath
16/9/24
Sig. of the Incharge

Teaching staff :-

- 1 M. Sabath
- 2 B. Mallesh


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East Godavari Dist. A.P. INDIA

Department of Botany

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Date: 3.10.24

All the staff members of Botany department is requested to meet in the staff room at 3:30 pm on 3.10.24 to discuss the following Agenda.

Agenda:-

- 1) Planning to prepare Practical Examination and End Semester Examination
- 2) Planning to conduct 2nd Mid Examination for the 2nd and 3rd Bsc. Students
- 3) Preparation of 2nd and 3rd Bsc. 2nd Mid Examination Papers for 2nd & 3rd Bsc Students.

B. Malleswaradao
Incharge of the Department

Teaching Staff :-

- ① B. Malleswaradao

Department of Botany

39

Date: 10/12/2024

All the staff members of Botany department are requested to meet in staff room at 3:30 pm on 10/12/2024 to discuss following Agenda

Agenda:-

- 1) Planning to prepare Remedial classes for Semester End examinations, and about Practical Examinations.

B. Mallikarjuna

Incharge of Department

Teaching staff

1. B. Mallikarjuna.

Non-Teaching staff

1. K. Venkateswarao.

Department of Botany

41

Date: 13/02/2025

All the staff members of botany department are requested to meet in staff room at 4:00pm on 13/02/2025 to discuss following Agenda.

Agenda

- 1) Planning to prepare Remedial classes for Mid examinations. and Daily test conducting. for preparation of mid. Exams.

B. Mallikarjuna
Incharge of Department

Teaching staff

- 1) B. Mallikarjuna

Department of BotanyDate 01/03/2025

All the staff members of Botany department are requested to attend in staff room at 2:00pm on 01/03/2025 to discuss following Agenda.

Agenda

- 1) Planning to Prepare remedial classes for ~~next~~ Semester End Examination & Practicals.

B. Malliswarao

Incharge of Department

Teaching staff

- 1) B. Malliswarao.
- 2) N. Venkata Rao.

Department of Botany

✓ Dates: 05/07/2025

All the staff members of Botany Department are requested to attend the meeting at 3:00pm on 05/07/2025 to discuss the following agenda.

Agenda

- 1) Planning to prepare the format of syllabus, Academic activities, and about workload.

B. Maleswarao
Incharge of Department

Teaching Staff

1. B. Maleswarao.

Department of Botany,

Date: 01/08/2025

All the staff members of Botany department are requested to attend meet on 01-08-2025 at 3:00pm. to discuss the following Agenda.

Agenda → 1) Preparing/ planning to prepare the Mid-I examinations for III & V Semester students.

2) Revision classes for Mid-examinations-I

B. Mallasarao

Incharge of Department

Teaching staff

1) B. Mallasarao.

2) D. Likhitha.

Department of Botany

Date: 19/9/2025

All the staff members of Botany department are requested to attend on 19/09/2025 at 4:00pm. to discuss following Agenda.

Agenda - 1) Planning to prepare the activity conducting to field trip. for second year students.

B. Malleswararao
Incharge of Department

Teaching staff

B. Malleswararao.

M. Uma Jhansi

D. Likhitha

Department of Botany

Date 15/10/2025.

All the staff members are requested to attend the meeting on 15/10/2025 at 3:00pm to discuss following agenda.

- Agenda -
- 1) Planning to prepare the revision classes for Mid-II Examinations.
 - 2) To discuss about the bridge course for the I sem students of Bsc Botany & frame syllabus for bridge course.

B. Malliswarao
Incharge of Botany
Department

Teaching staff

- 1) B. Malliswarao
- 2) D. Lakshma
- 3) M. Omithansi

Department of Botany

Date: 01/11/2025

All the Botany Department staff are requested to attend the meet on 01/11/2025 at 3:30pm to discuss the following Agenda-

Agenda-

- I) Planning to Prepare the workload for Ist year B.Sc Botany Major ~~Exam~~ and IV Semester syllabus and
- II) B.Sc Botany Long term Internship and Practical and Semestral End examinations.
- 3) To discuss about Botanical tour to Marduralli.

B. Mallikarajoo
Incharge of the Department

Teaching staff

- 1) B. Mallikarajoo
- 2) M. Omajhansi
- 3) D. Ushtha.

19-11-2025

All the staff members of Botany department is requested to meet in the staff room at 3:00 PM on 19-11-2024 to discuss the following Agenda.

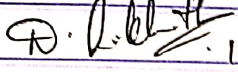
Agenda:-

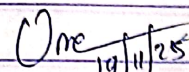
1. Using ICI Tools (Power Point presentations) for every Semester.
2. Update of Teaching Diaries and Teaching notes.
3. Planning of two Guest Lecturers for this academic year.
4. Planning for Certificate Course for Students.
5. Prepare and plan for Syllabus Completed Certificates from IInd year (IIIrd Semester) and IIIrd year (Vth Semester) Students.
6. Planning for Conduct two field visits and feed back form students.
7. Update of MID Internal Marks.
8. Planning and preparation for Student Exchange Program and MOU.

B. Mallewarao

Incharge of the Department

Teaching Staff:-

1. Kum. D. Likhitha -  19.11.2025

2. Kum. M. Uma Jhansi -  19/11/25

Meeting Resolutions

Action - taken Report

- | | |
|--|---|
| 1. It is resolved to Conduct PPT's classes. | Compulsory to take PPT's classes by using ICT tools. |
| 2. It is resolved to Conduct Field visit | Conduction of field visit eco-tour to maredimilli on |
| 3. It is resolved to Conduct guest lecturers | Compulsory to Conduct guest lecturers for this academic year. |
| 4. It is resolved to update Teaching diaries and Teaching Notes. | Preparing teaching diaries and notes for every paper. |
| 5. It is resolved to update Mid internal marks | Compulsory to update in a Spread Sheet. |
| 6. It is resolved to Conduct Certificate Course | Compulsory to start Certificate Course classes |
| 7. It is resolved to plan MOU | Prepare a plan for MOU. |

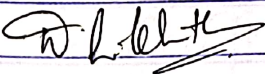
Resolutions.

The department members met at 3:30 PM and made the following resolutions

- ⇒ It is resolved to prepare PPT's
- ⇒ It is resolve to plan guest lecturer.
- ⇒ It is resolved to update teaching diaries and teaching notes.
- ⇒ It is resolve to prepare and plan field visits
- ⇒ It is resolve to start Certificate Course.
- ⇒ It is resolved to update Mid Internal Marks.

B. Halbedewan
Sign. of the Incharge

Teaching Staff

1. 

2.

Department of Botany 59

Date: 17/12/2015

All the staff members of Botany department are requested to meet in staff rooms at 4:00 pm on 17-12-2015 to discuss following Agenda

Agenda:

- 1) To discuss about the 1st Semester B.Sc Honours (Bot) Mid-Examinations and revision.
- 2) To discuss about the Certificate Course
- 3) Course of Action
- 4) Syllabus framing
- 5) Time period for the completion of Course
- 6) Total no of hours to be allotted for the Certificate Course.
- 7) Planning and preparation for Certificate Course and Mou.

N. B. Mallikarao

Incharge of Botany Department

Teaching staff

- 1) D. Likhitha
 - 2) M. Omajhansi
- One
17/12/2015

Meeting - ResolutionsAction Taken Report

1) It is resolved to conduct Revision classes for Mid-I Exams.

Compulsory to conduct revision classes for Mid-I Exams.

2) It is resolved to conduct Certificate Course

Compulsory to conduct Certificate Course

3) It is resolved of framing syllabus for Certificate Course

Compulsory to frame Certificate Course syllabus

4) It is resolved to obtain Mou for Certificate Course

Prepare a Plan for Mou

Resolutions

- 1) It is resolved to take revision classes for Mid-I Exams for 1st & IV Semester
- 2) It is resolved to start Certificate Course
- 3) It is resolved of framing Course syllabus for Certificate Course
- 4) It is resolved of obtaining MoU for Certificate Course

Department of Botany

Date: 05-01-2026

All the staff members of Botany Department are requested to meet in staff room at 4:00pm on 05-01-2026, to discuss following Agenda:-

Agenda:-

- 1) To discuss about the Ist Semester B.Sc Honours (Bot) Mid-2 Examinations and Revision.
- 2) To discuss about coverage of syllabus for the Semester end examination.
- 3) To discuss about coverage of syllabus for the Practicals.
- 4) To discuss about coverage of syllabus for the IV Semester.
- 5) To discuss about the Certificate Course Programmes - Micro green Cultivation & Soil Testing.
- 6) To discuss to conduct a guest lecture of Botany Department.

Teaching staff:-

- 1) D. Likitha - Likitha
- 2) M. Uma Thanni - Uma

HB Hall
Incharge of Botany Department

Meeting Resolutions

Action-Taken Report

1) It is Resolved to Conduct mid-2 Exams for I semester.

Compulsory to Conduct the Mid II Examinations

2) It is Resolved to Conduct Remedial classes for I semester exams.

Compulsory to Conduct Remedial classes for students and revise the topics

3) It is Resolved to cover the syllabus of IV Semester within Time.

3) It is Compulsory to Conduct classes and to cover up the syllabus within time

4) It is resolved to Conduct the Certificate course.

4) Compulsory to Conduct classes and to give Practical Sessions for Certificate Courses.

5) It is resolved to Conduct guest lecture

5) Compulsory to Conduct guest Lecture

Resolutions

- 1) It is resolved to conduct Mid-II examinations for I semester students.
- 2) It is resolved to conduct Remedial classes for Ist semester exams.
- 3) It is resolved to cover the syllabus of IV Semester within Time.
- 4) It is resolved to conduct the Certificate Courses Under PM-USHA scheme for Botany students.
- 5) It is resolved to conduct the guest Lecture

Department of Botany Date 21-02-2026

All the staff members of Botany Department are requested to meet in staff room at 4:00pm on _____ to discuss following Agenda:-

Agenda:-

- 1) To discuss about the IV Semester B.Sc Honours (Bot) Mid-I Examinations.
- 2) To Discuss about the Science day celebrations.
- 3) To Discuss about the ~~the~~ Apprenticeship of the IV Sem students and their monitoring of students regular attendance to classes.

J.B. Mallewarao

Incharge of Botany department

Teaching staff

- 1) M. Uma Thansi - Uma
- 2) D. Likhitha - Likhitha

Meeting Resolutions

to discuss

1) It is resolved to conduct mid-I Exams for IV Semester students.

2) It is resolved to conduct the programmes for Science day celebrations.

3) It is resolved to monitor the attendance of VI Sem students of Apprenticeship.

Action-Taken Report

Compulsory to conduct the mid-I Examinations for IV Semester.

Compulsory to conduct the programmes for Science day & guide students.

Compulsory to monitor the attendance of VI Sem students.

Resolutions

- 1) It is resolved to conduct the mid-I examinations for IV Sem students.
- 2) It is resolved to conduct programmes for Science day celebrations & guide students.
- 3) It is resolved to monitor the attendance of VI Sem students of Apprenticeship.

Department of Botany, Date 18-03-2016

All the staff members of Botany Department are requested to meet in staff room at 4:00 PM on _____ to discuss following Agenda:-

Agenda:-

- 1) To Discuss about the Paper allocation for the 2nd Semester.
- 2) To Discuss about the remedial classes Conducting for IV Semester
- 3) To Discuss about the National Seminar on Emerging frontiers of Interdisciplinary advanced research in sciences.

*B. Mallikarao
* Incharge of Botany department

Teaching staff

- 1) M. Uma Thansi - Uma
- 2) D. Likhitha - Likhitha

Meeting Resolutions

1) It is resolved to conduct the remedial classes for the IV Semester students.

2) It is resolved to conduct the National conference and programmes to be conducted on Seminar/conference Day.

3) It is resolved to allocate the 2nd Sem papers

Action-Taken Report

1) Compulsory to conduct the remedial classes for the IV Semester students.

2) Compulsory to conduct the National conference on emerging frontiers of Interdisciplinary advanced research in Sciences.

3) Compulsory to ^{allocate} ~~conduct~~ the papers for 2nd Semester

Resolutions

- 1) It is resolved to conduct the remedial classes for the IV Semester students.
- 2) It is resolved to conduct the National conference on emerging frontiers of Interdisciplinary advanced research in sciences.
- 3) It is resolved to allocate the papers for 2nd Semester.