

**GOVERNMENT DEGREE COLLEGE  
MANDAPETA**



**MINUTES REGISTER**

**2022-2023**

**DEPARTMENT OF BOTANY**

**GOVERNMENT DEGREE COLLEGE :: MANDAPETA****Department of Botany****Notice****Date: 07-11-2022**

A meeting of faculty members of Department of Botany will be held in the Principal Chamber on 07-11-2022 at 4.00 PM to discuss the following.

**Agenda:**

1. Distribution of Time Table.
2. Curriculum planning for the academic year 2022-23.
3. Discussion on Entry level test.
4. Planning to start Bridge Conduct for I Semester students.
5. Planning to start Certificate Course/Add-on Course.
6. Any other matter with the permission of chair.

*[Signature]*  
Lecturer

*[Signature]*  
Lecturer In-charge

*[Signature]*  
Principal  
Govt. Degree College  
MANDAPETA - 533308



**GOVERNMENT DEGREE COLLEGE : : MANDAPETA****Department of Botany****Notice****Date: 11-11-2022**

A meeting of faculty members of Department of Botany will be held in the Principal Chamber on 11-11-2022 at 4.00 PM to discuss the following.

**Agenda:**

1. World AIDS Day to be organized.
2. National Farmers Day to be organized.
3. International Epidemic Preparedness Day to be organized.
4. National Science Day to be organized.
5. World Environment Day to be organized.
6. Biological Tour to be organized.
7. World Ozone to be organized.
8. Planning to conduct co-curricular activities.

  
Lecturer

  
Lecturer in-charge



  
Principal

Principal  
Govt. Degree College  
MANDAPETA - 533308

**DEPARTMENT OF BOTANY**

Date: 11-11-2022

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.30 PM on

**Resolutions:**

- It is resolved both Departments of Zoology and Botany cordially celebrate "Paleo-Science Day" on 15-11-2022.
- It is unanimously resolved to request the principal to accord permission to conduct PALEO-SCIENCE DAY in offline mode at our college primases on 15-11-2022.
- It is resolved to conduct Classroom Seminar, Group Discussion, Peer Learning by every month.
- It is resolved to conduct Elocution Competition on Paleo-Science to enhance Student knowledge towards the subject.
- It is resolved to conduct co-curricular activities to all students like Quiz, Elocution Competition from 11-11-2022 on the occasion of Great Indian Scientist Prof. Birbal Sahni's Birthday.

*Ch. Anurag*  
Lecturer

*A. Anurag*  
Lecturer In-charge



*M. Anurag*  
Principal  
Govt. Degree College  
MANDAPETA - 533308

## DEPARTMENT OF BOTANY

Date: 29-11-2021

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.00 PM on 30-11-2021

**Resolutions:**

- It is resolved the Departments of Zoology, Botany and RED RIBBION CLUB cordially celebrate "AIDS DAY" on 01-12-2022.
- It is unanimously resolved to request the principal to accord permission to conduct AIDS DAY in offline mode at our college Seminar Hall on 01-12-2022.
- It is resolved to conduct one Guest Lecture at Seminar Hall to all the B.Sc., B.Com., B.A students to create awareness on HIV, AIDS and other Viral Infections.
- It is resolved to conduct Rally program with the help of all students for creating awareness to the people.



Lecturer

  
Lecturer In-charge

Principal

Principal  
Govt. Degree College  
MANDAPETA - 533308



## DEPARTMENT OF BOTANY

Date: 19-12-2021

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.30 PM on 19-12-2021

**Resolutions:**

- It is resolved both Departments of Zoology and Botany cordially celebrate "National Farmers Day" on 23-12-2022.
- It is unanimously resolved to request the principal to accord permission to conduct "National Farmers Day" in offline mode at our college Seminar Hall on 23-12-2022.



Lecturer

  
Lecturer In-charge  
Principal  
Govt. Degree College  
MANDAPETA - 533300

## DEPARTMENT OF BOTANY

Date: 21-12-2022

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.00 PM on 21-12-2022

**Resolutions:**

- It is resolved both Departments of Zoology and Botany cordially celebrate "International Epidemic Preparedness Day" on 27-12-2022.
- It is unanimously resolved to request the principal to accord permission to conduct "International Epidemic Preparedness Day" in offline mode at our college Seminar Hall on 27-12-2022.
- It is resolved to conduct Blood Group Identification drive to all Students and all Staff Members from 26-12-2022 on the occasion of Great Biology Scientist Louis Paster's Birthday.

  
Lecturer

  
Lecturer in-charge

  
Principal  
Principal  
Govt. Degree College  
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**GOVERNMENT DEGREE COLLEGE :: MANDAPETA****Department of Botany****Notice****Date:17-02-2023**

A meeting of faculty members of All Science Departments will be held in the Principal Chamber on 17-02-2023 at 4.00 PM to discuss the following.

1. Planning to conduct National Science Day.
2. Planning to conduct Co-curricular activities.
3. Any other matter with the permission of chair.

*Ch. Chit.*  
Lecturer

*A. [Signature]*  
Lecturer in-charge

*[Signature]*  
Principal



**Principal**  
**Govt. Degree College**  
MANDAPETA - 522308



## DEPARTMENT OF BOTANY

Date: 17-02-2023

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.30 PM on 17-02-2023

**Resolutions:**

1. It is unanimously resolved to request the principal to accord permission to conduct the National Science Day on 28th February 2022.
2. The suggestions made by the principal to encourage all science students in student activities such as outreach programs and inter-college competition were unanimously resolved.
3. It is unanimously resolved to conduct Department wise Science Activities in 22<sup>nd</sup> February 2023 to 28<sup>th</sup> February 2023.

  
Lecturer

  
Lecturer In-charge

  
Principal

Principal  
Govt. Degree College  
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**GOVERNMENT DEGREE COLLEGE : : MANDAPETA****Department of Botany****Notice****Date:01-03-2023**

A meeting of faculty members of Department of Botany will be held in the Principal Chamber on 01-03-2023 at 4.00 PM to discuss the following.

1. Discussion on syllabus coverage.
2. Planning to conduct Remedial Classes to slow learners.
3. Discussion on the Internal marks.
4. Any other matter with the permission of chair.

*A. S. S. S.*  
Lecturer

*A. S. S. S.*  
Lecturer In-charge

*M. V. S.*

Principal  
Principal  
Govt. Degree College  
MANDAPETA - 533308



**DEPARTMENT OF BOTANY**

Date: 01-03-2023

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.30 PM on 01-03-2023.

**Resolutions:**

- Discussed on syllabus coverage and Semester End Examination. It is resolved to conduct Remedial Classes for slow learners for fifth semester from 01-03-2023, for third semester from 20-03-2022.
- It is resolved to conduct additional classes for first semester students from 06-03-2023 in view of the semester end examinations in April, 2023.
- It is resolved to prepare the internal marks register for odd semester for the academic year 2022-23.

*Ch. Anit*  
Lecturer

*A. Ms*  
Lecturer In Charge

*A. V. S.*  
Principal  
Principal  
Govt. Degree College  
MANDAPETA - 533308



**DEPARTMENT OF BOTANY**

Date: 18-03-2023

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.00 PM on 18-03-2023.

**Resolutions:**

- It is resolved Departments of Botany is going to conduct one Student Outreach Programme on 20-03-2023.
- It is unanimously resolved to request the principal to accord permission to conduct one Student Outreach program for all second and final year students of Biology are scheduled to go to local fields in Maredubaka village on 20-03-2023.

  
Lecturer

  
Lecturer in-charge

  
Principal



Principal  
Govt. Degree College  
MANDAPETA - 533302

## DEPARTMENT OF BOTANY

Date: 01-04-2023

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.00 PM on 01-04-2022

**Resolutions:**

1. It is unanimously resolved to request the principal to accord permission to conduct the World Health Day on 06 April 2023 ( 7<sup>th</sup> April, 2023 Holiday on the occasion of Good Friday).
2. It is unanimously resolved to request the principal to accord permission to conduct "World Health Day" in offline mode at our college premises on 06-04-2023.

*Ch. Dutt*  
Lecturer

*A. Me*  
Lecturer In-charge

*J. V. S.*  
Principal

Principal  
Govt. Degree College  
MANDAPETA - 533308



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**GOVERNMENT DEGREE COLLEGE : : MANDAPETA**

**Department of Botany**

**Notice**

**Date:13-04-2023**

A meeting of faculty members of Department of Botany will be held in the Principal Chamber on 13-04-2023 at 4.00 PM to discuss the following.

1. Discussion on syllabus coverage of first semester.
2. Planning to conduct Remedial Classes to slow learners of first semester.
3. Any other matter with the permission of chair.



Lecturer



Lecturer In-charge



Principal

Principal  
Govt. Degree College  
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**GOVERNMENT DEGREE COLLEGE : : MANDAPETA****Department of Botany****Notice****Date: 01-06-2023**

A meeting of faculty members of Department of Botany will be held in the Principal Chamber on 01-06-2023

at 4.00 PM to discuss the following.

1. Distribution of Even Semester Time Table.
2. Preparation of PO's and CO's
3. Any other matter with the permission of chair.

  
Lecturer

  
Lecturer in charge

  
Principal

Principal  
Govt. Degree College  
MANDAPETA - 533308



**DEPARTMENT OF BOTANY**

Date: 01-06-2023

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.00 PM on

**Resolutions:**

- The timetable and workload of Department of Botany for the Even semester 2022-23 was discussed and workload was distributed as per CCE norms.
- The teacher will take classes of semester 2, 4 & 6<sup>th</sup> as per time table provided by college timetable committee & prepare their class-wise lesson plan.
- Teacher will also discuss Programme Specific Outcome & Course Outcome with the students in the start of academic session in their respective classes. The same will be displayed on departmental notice board.

  
Lecturer

  
Lecturer in-charge

  
Principal  
Principal  
Govt. Degree College  
MANDAPETA - 533.308





**GOVERNMENT DEGREE COLLEGE : : MANDAPETA**

**Department of Botany**

**Notice**

**Date:16-06-2023**

A meeting of faculty members of Department of Botany will be held in the Principal Chamber on 16-06-2023 at 4.00 PM to discuss the following.

1. Discussion on syllabus coverage.
2. Planning to conduct Remedial Classes to slow learners.
3. Discussion on the internal marks.
4. Any other matter with the permission of chair.

*C. S. S.*  
Lecturer

*A. M.*  
Lecturer In-charge

*M. V. S.*  
Principal  
- Principal  
Govt. Degree College  
MANDAPETA - 533308



## DEPARTMENT OF BOTANY

Date: 16-06-2023

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.30 PM on

**Resolutions:**

- It is resolved to conduct Remedial Classes for slow learners for Fifth semester from 19-06-2023, for fourth semester from 21-06-2023.
- It is resolved to prepare the internal marks register for even semester for the academic year 2022-23.

  
Lecturer

  
Lecturer In charge

  
Principal  
**Principal**  
**Govt. Degree College**  
**MANDAPETA - 533308**



**GOVERNMENT DEGREE COLLEGE : : MANDAPETA****Department of Botany**

## Notice

Date:04-07-2023

A meeting of faculty members of Department of Botany will be held in the Principal Chamber on 04-07-2023 at 4.00 PM to discuss the following.

1. Planning to conduct Guest Lecture.
2. Planning to conduct Remedial Classes to slow learners.
3. Any other matter with the permission of chair.

  
Lecturer

  
Lecturer in-charge

  
Principal

**Principal**  
Govt. Degree College  
MANDAPETA - 533308



## DEPARTMENT OF BOTANY

Date: 04-07-2023

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.30 PM on 04-07-2023.

**Resolutions:**

- It is resolved to conduct Guest Lecture on 16-09-2023.
- It is resolved to conduct Remedial Classes for slow learners for second semester from 26-09-2023.

  
Lecturer

  
Lecturer In-charge

  
Principal

Principal  
Govt. Degree College  
MANDAL - 533308



**DEPARTMENT OF BOTANY****Date: 04-11-2021**

A meeting of faculty members of Department of Botany was held in the Principal's Chamber at 4.30 PM on


**Resolutions:**

- The timetable and workload of Botany department for the Odd semester 2022-23 was discussed and workload was distributed as per CCE norms.
- The teacher will take classes of semester 1, 3 & 5<sup>th</sup> as per time table provided by college timetable committee & prepare their class-wise lesson plan.
- An Academic Calendar of the department will prepare showing academic session, department activities, field visits, seminar etc.
- It is resolved to conduct Entry level test on 09-11-2022 to identify the slow and advanced learners.
- It is resolved to prepare the Bridge Course Modules, timetable etc. and also resolved Bridge Course will be start from 10-11-2021 for BZC. newly admitted students based on the request from Botany department.
- It is resolved to enrich the curricula, conduct prepare the Certificate Course Modules, timetable, model paper, brochure etc., and it will be start from 01-12-2022.
- Teacher will also discuss Programme Specific Outcome & Course Outcome with the students in the start of academic session in their respective classes. The same will be displayed on departmental notice board.

  
Lecturer

  
Lecturer In-charge



  
Principal  
Govt. Degree College  
MANDAPETA - 533308