

Department of Botany

MINUTES BOOK

2021 - 2022

July 2021

31/07/2021

A meeting was conducted in the Department of Botany on 31/7/21 at 2pm to discuss the issues that were discussed in the Principal's Room with the Incharges of the Departments.

⇒ Admissions of 2021 - 2022

⇒ To conduct the II Mid exams to the Degree students.

M. Sridhar
Incharge of the Dept.

1. P. Sai Devi
2. T. Nagamuni
3. A. Nagamounika

November 2021

25/11/21

We conducted meeting in the Department of Botany on 25/11/21 with following resolutions.

⇒ Allotment of workload to the Teaching staff.

⇒ Time tables were designed individually i.e classwise & paper wise for the academic year 2021-2022.

M. Lal
Incharge of the Dept.

1. P. Sou Devi
2. T. Nagamuni
3. G. Naga Moulika
4. K. Vasalakshmi

December 2021

A Meeting was conducted in the Department of Botany on 03/12/2021 at 11.30 AM to discuss the following points.

⇒ The Syllabus should be completed for the Intermediatic classes in this month December.

M. Lal
Incharge of the Dep

1. P. Sri Devi
2. T. Nagamuni
3. K. varalakshmi

January 2022

04/01/2022

A meeting was conducted in the Department of Botany on 04.01.2022 at 4.00 PM to discuss the following points.

- ⇒ I Mid Exams to be conducted for all Degree students.
- ⇒ Practical Model exams should be conducted for Senior Intermediate students.

M. S. L.

Incharge of the Dept.

1. P. Sridhar
2. T. Nagamuri
3. K. Varalakshmi

March 2022

02.03.2022

A meeting was conducted on 02.03.22 at 11 AM in the Department of Botany to discuss the following points.

⇒ Practical Model Exams should be conducted for all the degree students.

⇒ "ANUR" announced Degree practical Examinations scheduled from 22.03.2022

⇒ Prepared to conduct IPE practical Examinations and skilled Assistant duty allotted to

Miss P. Sridevi.

M. S. S. S.
Incharge of the Dept.

1. P. Sridevi
2. T. Nagamuni
3. K. Voralakshmi

Circular

All the staff members of ~~Botany~~
Botany are requested to meet in the
Botany department at 3 P.M on 27.03.2022
to discuss the following:

Agenda :-

1. planning to conduct Guest Lecture.
2. Discuss about New M.O.U's

M. L. L.
Incharge of the Dept

Resolution

The Department members met at 3.00 PM
made the following resolution on 27.03.2022

1. It is resolved to conduct Guest Lecture
of CEO, Qren, Life sciences Pvt. Ltd. Ameerpet,
Hydrabad.
2. planning for MOU from Qren, Life sciences
Pvt. Ltd., Hyd.

Staff members

1. P. Sri Devi
2. T. Nagamuni
3. K. Venkatesh

M. L. L.

April

01.04.2022

A meeting was conducted on 01.04.2022 at 11.00 AM in the Department of Botany to discuss the following points

⇒ IInd Mid Exams to be conducted for I BSc Degree students from April 6th, 7th & 8th.

⇒ Discussed about the BSc Semester End exams Practical Exams for II & III BSc students.

M. L. L.
Incharge of the Dept.

1. P. Sou Devi
2. T. Nagamuni
3. K. Varalakshmi

April - 2022

20.04.2022

A meeting was conducted in the Department of Botany on 20.04.2022 at 11.00 AM to discuss the issues that were discussed in the principal's Room with the Incharge of the Department.

⇒ Agenda:-

- * ISO - 9001 Certificate
- * Cluster distribution
- * Intermediat~~e~~ holidays.
- * Commencement of Vth semester classes

M. S. S. S.
Incharge of the Dept.

1. P. Sri Devi
2. T. Nagarani
3. K. Varalakshmi