

STAFF MEETING MINUTES

Government Degree College, Paduru

Date : 10-6-18
Time : 2.00 PM - 3.30 PM
Meeting held at : Department of English
Members Present : P. Kotiswara Rao
C. Madanna
G. Gowri Shankar
B. Ambeeth Kumar
Chaired by : P. Kotiswara Rao

Meeting Purpose. :

Meeting was held at early days of semester to discuss the syllabus of three of year of UG program. Papers were divided among the staff and discussion was held on the way of dealing the classes including, conducting seminars, quizzes, assignments and virtual classes etc.

The meeting was concluded with a thank you note from chairperson.

1) G. S. Rao

2) B. Ambeeth Kumar

STAFF MEETING MINUTES

Government Degree College, Padovu

Date : 5.7.2018
Time : 2.00 Pm - 3.00 pm
Meeting held at : Department of English
Members Present : P. Koteswara Rao
C. Madanna
G. Gowri Shankar
B. Ambath Kumar

Chairman by : P. Koteswara Rao

Meeting Purpose :

The meeting was held to discuss the seminars that to be conducted to the students of Special English and General English. The classes were divided into small groups and each had given a topic, that on which they need to be present their Seminars. Date were also finalized to conduct seminar.

The meeting was concluded with thank you note from Chairperson.

1) P. Koteswara Rao

2) B. Ambath Kumar

STAFF MEETING MINUTES
Government Degree College, Paderu

Date : 15. 9. 2018
Time : 3.00 pm to 4 pm
Meeting held at : Department of English
Members present: P. Koteswara Rao
C. Madhava
G. Gowrishankar
B. Anitha Kumar.

Chairud by : P. Koteswara Rao

Meeting Purpose :

The meeting was held before final mid to discuss about the topics that covered and also about the question paper setting. There was also a talk about the student's activities and performance in the class.

The meeting was concluded with the thank you note from chairperson.

1) G. S. Rao

2) B. Anitha Kumar

STAFF MEETING MINUTES
Government Degree College, Paduru.

Date : 29.9.2018
Time : 12pm to 1pm
Meeting held at : Department of English
Member present : P. Kotiswara Rao
C. Medanna
G. Gowri Sankar
B. Ambeth Kumar.

Chaired by : P. Kotiswara Rao

Meeting Purpose :

Meeting was held to conduct Quiz to the Special English Students. Various topics from syllabus had taken, questions were finalised for the quiz.

The meeting was concluded with the thank you note from chair person.

1) G. Medanna

2) B. Ambeth Kumar

STAFF MEETING MINUTES
Government Degree College, Paduru

Date : 1.12.2018
Time : 2 pm - 3 pm
Meeting held at : Department of English
Members Present : P. Kotumara Rao
G. Madanna
G. Gowrisankar
B. Ambeth Kumar

Chaired by : P. Kotumara Rao

Meeting Purpose :

Meeting was held at the beginning of semester by the faculty of English to discuss the syllabus and division of papers among the faculty. Discussed the way that to be followed by the teachers in the class and the activities that need to be conducted also discussed.

The meeting was concluded with the thank you note from chairperson.

1) G. S. Rao

2) B. Ambeth Kumar

STAFF MEETING MINUTES
Government Degree College, Paduru

Department Meeting Minutes: 2.1.2019, 3-4pm
Meeting Type - Regular

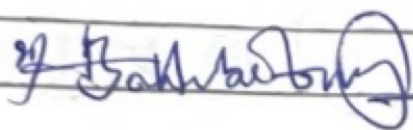
In Attendance :

- P. Koteswara Rao
- C. Madanna
- G. Gowri Sankar
- B. Ambeth Kumar

Meeting Called by P. Koteswara Rao (HOD
Department of English) (2.00 PM)

1. Dates were announced to conduct first mid on 7th, 8th, 9th of January 2019
2. Discussed the topics that covered in the class
3. Question paper pattern for Mid 1 was finalized.
4. Meeting adjourned by 2.30 pm with thank you note by the chair person.

1) Co-SNOOR



STAFF MEETING MINUTES
Govt Degree College, Paderu

Date: 02.01.2019

Time: 3.00 to 4.00pm

Meeting held at: Department of English

Members present: 1. Sri P. Koteswara Rao
2. Sri C. Madanna
3. Sri G. Gowri Sankar Rao
4. Sri B. Ambet Kumar

Chaired by: Sri P. Koteswara Rao

Meeting purpose:

Meeting was held to discuss the class room activities that need to be conducted to the students. class room activities include student-seminars, Assignments, Quizes, and Group discussions.

1) C. S. Rao

2) B. Ambet Kumar

STAFF MEETING MINUTES

~~Govt Degree College; Paderyu~~

Date: 5.03.2019

Time: 2 to 3

meeting held at: Department of English

members present: 1. Svc P. Koteswara Rao
2. Svc C. Madanna
3. Svc G. Gowri Shankar Rao
4. Svc B. Ambet Kumar

chaired by: Svc P. Koteswara Rao

meeting purpose:

1. Meeting was held to discuss about semester and Examination.
2. Resolution had taken to prepare students for the Examinations.
3. There was also talk about syllabus completion and Revision of Syllabus in the class room.

1) C. S. Reddy

2) B. Ambet Kumar

STAFF MEETING MINUTES

~~Govt Degree College; Paduru~~

Date: 08.06.2019

Time: 3.00 to 4.00 PM

Meeting Held at: Department of English

Members present:

1. Sri P. Koteswararao
2. Sri C. Madanna
3. Sri G. Gowri Sankar Rao
4. Sri B. Ambet Kumar

Chaired by: Sri P. Koteswararao

Meeting purpose:

Discussion was held on Semesters curriculum of U.G. programme. The syllabus of both Spl English & General English was discussed. The Talk on the approach of Teaching in class room also took place. The chair person also Advised the faculty to focus on the Attendance of Regular students.

1) G. S. Rao

2) B. Ambet Kumar

STAFF MEETING MINUTES
Government Degree College, Pedduru.

Date : 7.6.2019
Time : 3.00 - 4.00 pm
Meeting held at : Department of English.
Members attended : P. Koteswara Rao
C. Madonna
G. Gowarisankara Rao
B. Ambeeth Kumar

Chaired by : P. Koteswara Rao

Meeting was held to announce about the NAAC's visit on 10th June 2019. Faculty of the ~~D~~ department were advised to prepare & check all the necessary departmental documents and registers that need to be examined by the NAAC members on their visit.

The meeting was concluded with a thank you note from Chairperson.

Chairperson

B. Ambeeth Kumar

STAFF MEETING MINUTES
Government Degree College, Paduru.

Date : 15.6.2019

Time : 3.00 - 4.00 pm

Meeting held at : Department of English

Members attended : P. Koteswara Rao
C. Madanna
G. Gowri Sankara Rao
B. Ambeth Kumar.

Chaired by : P. Koteswara Rao

- Meeting has taken place to discuss on the various aspects that are recommended by the NAAC, visited on June 10th, 2019.
- NAAC advised the department to initiate a Certificate course and they insisted on lack of proper research work from the faculty.
- They also made a note on lack of Internet facility in the department.
- Therefore, the department had made a resolution to fulfill all the recommendations made by the NAAC.

The meeting was concluded with a thank you note from the Chair person.

P. Koteswara Rao

B. Ambeth Kumar

STAFF MEETING MINUTES
Government Degree college paduru

Date : 13.9.2019

Time : 2:00 pm - 3:00 pm

Meeting held at : Department of English

Members attended : P. Koteswara Rao
C. Madama
G. Gaurisankara Rao
B. Ambeth Kumar

chaired by : P. Koteswara Rao

Meeting Purpose:

Meeting was held before the 1st Mid. There was a discussion over question paper setting and the topics covered in the class and also there was a talk about the class room activities that need to be conducted.

The Meeting was concluded with a Thank you note from a chair person.

1) G. Sankar

B. Ambeth Kumar

STAFF MEETING MINUTES
Government degree college Paderu

Date : 24.10.2019
Time : 3.00 - 4.00 Pm
Meeting held at : Department of English
Members attended : P. Koteswara Rao.
C. Madanna
G. Geesaj Sankara Rao
B. Ambeth Kumar

chaired by : P. Koteswara Rao.

Meeting Purpose:

Meeting was held to discuss over conducting quiz to the students of Special English of all semesters. The pattern, how the quiz supposed to be conducted was discussed and the chair person insisted on the contribution of questions from all the faculty of the department.

1) P. Koteswara Rao

2) B. Ambeth Kumar

STAFF MEETING MINUTES
Government degree college Paduru

Date : 4.10.2019
Time : 3-4 pm
Meeting held at : Department of English
Members attended : P. Koteswara Rao
C. Madanna
G. Brahasankara Rao
B. Ambeth Kumar

chaired by : P. Koteswara Rao

Meeting Purpose:
Meeting was held before 2nd mid to discuss the topics covered in the class and question paper finalisation. The class room activities that supposed to be conducted in the classes also noted.

The Meeting ended with a thank you note.

H.A. Sreedhar

B. Ambeth Kumar

STAFF MEETING MINUTES
Government degree college paduru

Date : 1.11.2019
Time : 2.00 - 3.00 PM
Meeting held at : Department of English
Members attended : P. Koteswara Rao.
C. Madhama
G. Gurusankara Rao
B. Ambeth Kumar

chaired by : P. Koteswara Rao.

Meeting Purpose:

The Meeting was held before end Semester Examination to discuss over the Syllabus completion. Faculty were advised to submit internal marks on time there was also a note on students attendance as well.

V. S. Rao

G. Gurusankara Rao

STAFF MEETING MINUTES

Government degree college Paderu

Date : 13.11.2019
Time : 2.00 - 3.00 pm
Meeting held at : Department of English
Members attended : P. Koteswara Rao.
C. Madhava.
G. Grewasankara Rao.
B. Ambeth Kumar

chaired by : P. Koteswara Rao.

Meeting Purpose:

Meeting was called at the beginning of the semester. The chair person talked on the distribution of both special and general English papers among the faculty. He also insisted on the teaching approach of every faculty and class room. There was also a mention of class room activities that to be conducted in that particular semester.

G. S. Rao

P. Koteswara Rao

STAFF MEETING MINUTES

Government degree college Pedduru

Date : 12.12.2019
Time : 3.00 - 4.00 PM
Meeting held at : Department of English
Members attended : P. Koteswara Rao
C. Madanna
G. Gowrisankara Rao.
B. Ambeth Kumar

chaired by : P. Koteswara Rao.

Meeting Purpose:

Meeting was held to discuss about the activities the class teachers need to conduct to the students which includes class seminars, assignments, quizzes and group discussions etc that also carry marks in their internals.

Meeting ended with a thank you note

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STAFF MEETING MINUTES
Government Degree College, Roderu.

Date : 20.2.2020
Time : 2.00 - 4.00 pm
Meeting held at : Department of English.
Members attended : P. Koteswara Rao
C. Madanna
G. Gowrisankata Rao
B. Ambeth Kumar.

Chaired by : P. Koteswara Rao.

Meeting Purpose:

The Meeting was arranged to discuss about the 1st mid Examination that yet to be conducted. There was also a discussion about questions paper setting, classroom activities, Syllabus Covered and students' attendance.

The meeting concluded with a thank you note from a chair person.

M. Anami Reddy

1) A. S. Reddy

* B. Ambeth Kumar

STAFF MEETING MINUTES
Government Degree College, Paduru.

Date : 17.09.2021 (Friday)

Time : 11.00 - 12.00 PM.

Meeting held at : Department of English

Members attended : P. Koteswara Rao

C. Madanna

G. Gowrisankara Reddy

B. Ambeth Kumar.

Chaired by : P. Koteswara Rao.

Meeting Purpose:

The meeting was held after the greatest pandemic Corona. There was a discussion over online classes that took place during Corona holidays. There was also a talk over various experiences of every individual during Corona-days. There was a vote on the conducting Semester end Examinations to the previous batches that stopped in between due to Corona.

The meet ended with a thank you note.

M. Aswani Reddy

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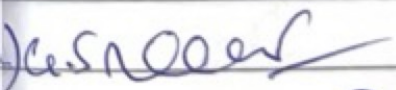
STAFF MEETING MINUTES
Government Degree College, Paduru.

Date : 2. 11. 2021
Time : 3.00 - 4.00 pm
Meeting held at : Department of English
Member attended : P. Koteswara Rao
M. Anurani Reddy
G. Gowri Sankara Rao
B. Ambeth Kumar.

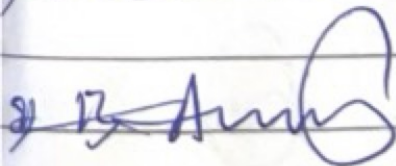
Meeting Purpose :

- The meeting was chaired by P. Koteswara Rao (HOD, Dept of English).
- There was a talk over conducting 1st Mid examination to all the three year students.
- Therefore insisted on the preparation of question papers.
- And the chairperson made a point on conducting at least two departmental activities per semester in the college.

Meeting ended with a thank you note from the chair person.



M. Anurani Reddy



STAFF MEETING MINUTES

Government Degree College, Raduru.

Date : 10.12.2021
Time : 3.00 - 4.00 pm
Meeting held at : Department of English
Members attended : P. Koteswara Rao
M. Anuradha Reddy
G. Gouri Sankara Rao
B. Anubeth Kumar
G. Mary Pushpa.

Chaired by : P. Koteswara Rao

Meeting Purpose.

The meeting was conducted before IInd mid examination to discuss how conducting examination and classroom activities that supposed to be conducted to the students. Decision has taken to complete classroom activities (Seminars, Assignments, Quizzes) soon after IInd mid.

M. Anuradha Reddy

ASAC



STAFF MEETING MINUTES
GOVT Degree College; Paderu

Date: 20.12.2021

Time: 3.00 - 4.00 pm

meeting Held at: Department of English

members Attended: 1. Sri P. Koteswara Rao

2. Smt. M. Aswani Reddy

3. Sri G. Gowri Shankar Rao

4. Sri B. Ambet Kumar

5. G. Marypushpa.

chaired by: Sri P. Koteswara Rao

meeting Purpose:

The meeting was held before Semesters end A.U. Examinations to discuss on the UG syllabus completion and Submission of Internal marks and Students Attendance Register.

J. S. Rao

J. S. Rao

STAFF MEETING MINUTES

~~Govt Degree College; Paduru~~

Date:

02.11.2022

Time:

3.00 - 4.00 pm

Meeting Held at: Department of English

Members Attended:

1. Sri P. Koteswara Rao
2. Smt M. Aswani Reddy
3. Sri G. Gowri Sankar Rao
4. Sri B. Anbet Kumar
5. G. Mary Pushpa

Chaired by: Sri P. Koteswara Rao

Meeting purpose: The Meeting was held to discuss about mid-II that yet to be conducted to the students. There was a discussion over topics covered in the prepare one time Exam question paper setting.

(Signature)
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STAFF MEETING MINUTES
Government Degree College, Paduru.

Date

Time

: 4.4.2022

The Meeting held at

: 2.00 P 3.00 pm

Members Attended

: Department of English

: P. Koteswara Rao

M. Anwar Reddy

G. Gowri Sankara Rao

B. Ambetha Kumar.

- The Chairperson and HOD of English Dept, called the meeting.
- There was a discussion over End-Semester Examination that is going to conduct from April 13th 2022.
- There was a talk on the syllabus completion for both 1st & 6th semester students.
- The Chairperson insisted on attendance of the students and Attendance register submission.
- There was also a talk on the internal Assessment marks.

The ~~met~~ meeting ended with a thank you note from the Chairperson.

M. Anwar Reddy

M. Anwar Reddy
