

Meet

16-09-2022

The following resolutions were taken after due discussion of the members & the following resolved:

Agenda:

1. Conduct revision for all I yr students.
2. Posting of internal marks in IM Register.
3. Conducting Seminars & Mid exam.
4. Calculation of Result Analysis.

Resolution:

1. It was resolved to conduct revision for all I yr students of BSc, BCom & BA programmes as II Sem-end examinations are approaching.
2. It was resolved to post internal marks in Internal Marks Register and also to maintain a soft copy of the same.
3. It was resolved to conduct seminars and conduct the II Mid exam for I yr students.
4. It was resolved to calculate the number of passouts out of students appeared & also to analyse the results & prepare a Result Analysis of the Dept.

~~Signature~~
Lecturer

~~Signature~~
Head in-charge

~~Signature~~ 16/9/22
Principal

Meet

01-10-2022


The following resolutions were taken after due discussion of the members and the following resolved.

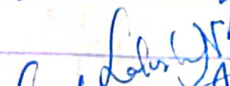
Agenda:

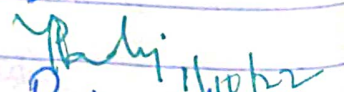
1. Student counselling to be done for enrolment into the new course of B.A (Spl. English).
2. Involvement in Examination works if needed.
3. Commencement of classes for I yr with Motivational classes & conduct induction programme.

Resolutions:

1. It was hereby resolved to counsel students by meeting junior college students; developing initiative counselling the I yr newly admitted students; counselling students who come for 2nd Counciling; Counselling students who haven't joined in any course already applied; & Informing I & II yr. students to counsel know student.
2. It was resolved to involve in any examination related works if there is any need or requirement.
3. It was resolved to commence the I yr classes with special motivational classes & introduction along with conduction of induction programme.


Lecturer


Lecturer in-charge


Principal

Meet

04-11-2022.

The following resolutions were taken after due discussion of the members and following resolved:

Agenda:

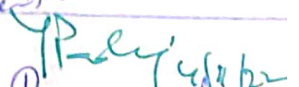
1. Conducting Bridge course in General English for newly admitted I year students.
2. Conducting Guest lecture in Speaking Skills.
3. Drafting a Certificate course.
4. Conducting & supporting the Induction programme to be held in the college.

Resolutions:

1. It was resolved that Bridge course would be conducted in Phonetics, Vocabulary and fundamentals of Grammar for the sake of I year students. This course would help the students to easily adjust to the syllabus of the first & second semester.
2. It was resolved to conduct a Guest lecture in Speaking Skills but due to the Induction programme of 21 days and the staff of the department being involved in it is postponed to December.
3. It was resolved to draft a Certificate course and discuss it with other department of Hindi & Telugu for a course in Translation and prepare course then.
4. It was resolved to support & help in the conduct of the 21 day Induction programme and the faculty had taken 2 to 3 days programme completely signifying their involvement.


Lecturer

Lecturer - Incharge.


Principal

Meet

05-12-2022

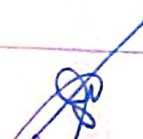
A meeting was held in the Department of English and the following agenda was discussed upon & resolutions taken:

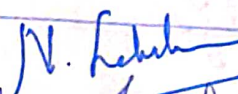
Agenda:

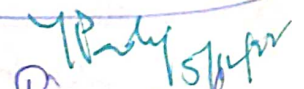
1. Conducting Assignment I for I and II year students.
2. Conducting Student Seminars/Class seminars for I & II year students respectively.
3. Organizing a Guest Lecture.
4. Counselling to respective classes as class counsellors.
5. Conduct of I Mid exams.

Resolutions:

1. It is resolved to conduct assignments based on topics related to the prescribed syllabus for I year students and II year students respectively.
2. It is resolved to conduct Student seminars/Class seminars on topics related to the syllabus but with reference to articles, magazines, books & online web resources for I & II year students respectively.
3. It is resolved to organize a Guest Lecture in this month.
4. It is resolved to counsel students from respective classes as class counsellors & conduct meetings as such.
5. It is resolved to conduct I Mid exams.


Lecturer


Lecturer in-charge


Principal

Meet

03-01-2023


A meeting was held in the Department of English and the following agenda was discussed to undertake activities and resolutions were taken:

Agenda:

1. Conduct of classes as per schedule for syllabus completion.
2. Discuss steps to improve student performance.
3. Conduct Mid II Exam.
4. Conduct any activities in connection with Republic Day celebrations.

Resolutions:

1. It is resolved to conduct classes as per schedule for syllabus completion and help students to follow-up.
2. It is resolved to improve student performance by conducting extra classes and online classes & online Quiz to support students to memorize and remember & review the units.
3. It is resolved to conduct Mid II exams as per the decision of exam section.
4. It is resolved to conduct Essay Writing, Eloquution, Drawing/Painting & Photography competitions on behalf of the Department on the eve of Republic Day celebrations.


Nehru

N. Lakshmi
Nehru Incharge

TP Singh
Principal 31/1/23

Meet

06-02-2023

A meeting was held in the Department of English and the following issues were discussed and resolved:

Agenda's

1. Conduct of classes as per schedule & conduct revision classes.
2. Conduct remedial classes for the last semester students who didn't pass exam.
3. Conduct extra online classes for revising grammar classes for I year students.
4. Conducting Online Quiz for I yr. students through Google classroom.
5. Posting of marks in Internal marks register.
6. Any other activities assigned.

Resolutions

1. It was resolved to conduct classes with review & revision of lessons & give important questions.
2. It was resolved to conduct remedial classes.
3. It was resolved to conduct extra online classes for I year students in Grammar & Sounds & Symbols.
4. It was resolved to conduct online Quiz through Google Forms in Google class.
5. It was resolved to post marks in Internal marks Register.
6. It was resolved to evaluate the assigned duties by the administration like CSP evaluation, Internship evaluation etc.


Lecturer

N. Lakshmi
Lecturer in charge

Y. Praty
Y. Praty

Meet

01-03-2023


A meeting was held in the Department of English and the following issues were discussed and resolved:

Agenda:

1. Conduct of Revision for I year students.
2. Conduct of Online classes for Grammar for I year.
3. Checking & verification of Assignments.
4. Conduct of examination duties as assigned.
5. Any other activities assigned.
6. Submission of e-content LMS to NRC Coor.

Resolutions:

1. It was resolved to conduct revision for I year students.
2. It was resolved to conduct online classes for Grammar for I year.
3. It was resolved to verify the second assignments written by students.
4. It was resolved to support and help in conduction of examination duties as assigned.
5. It was resolved to send e-content LMS prepared to NRC Coordinator.
- 6.


Lecturer.

N. Lalitha
Lecturer English.


Prinicipal.

Meet

04-04-2023

A meeting was held in the Department of English and the following issues were discussed and resolved:

Agenda:

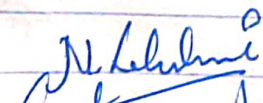
1. Conduction of awareness classes for Internship students of First Year. for two weeks.
2. Completion of updation of Departmental work.
3. Any further work like Website, LMS work etc. as assigned.

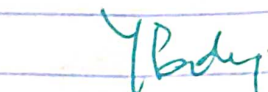
Resolutions:

1. It was discussed and resolved to conduct awareness classes and assigned topics for two weeks for all the First Year Internship / Apprenticeship students.
2. It was discussed and resolved to update all the available departmental registers and works by the end of the month.
3. It was discussed and resolved to add up to the requisite details of the Department for Website and submit the LMS work to the detailed site as mentioned by Subject Experts.

DM
22 AY


Lecturer


Lecturer in Charge.


PRINCIPAL.