

Meeting - 1

12-7-19

A meeting is held in the Principals Chamber with all the staff headed by G.M Sri M. Raghavulu and correspondent Sri E. James along with the Principal smt. S. Sailaja Thangai

Agenda:

- NAAC
- Communication skills
- TASK
- Grievances
- Any other matter

Members Present:-

~~G. Vij~~
M. Raju 12/7/19

~~V. Sita~~
~~Sailaja~~ 12/7/19
K. S. Lakshmi
12/7/19

Resolutions:

- G.M instructed all the staff to give due importance to communication skills and public speaking among the students.
- It is discussed among the staff and determined to plan various activities for the forthcoming NAAC visit.
- Principal explained the Action Plan for the academic year 2019-20 to the G.M and Correspondent.
- It is resolved to enroll maximum number of students into TASK so as to achieve placements in various companies.
- G.M & Correspondent discussed about various welfare measures to staff like quarters, hospital facility & P.F with the Contract staff and expressed their satisfaction.
- They Enquired about grievances and felt happy for getting good feedback from the staff.
- Finally, the management promised to allot the necessary amount for various activities for the academic year 2019-20.

Meeting - 2

23-7-19

A council meeting is held in the Principle's room at 3:45 PM with the following Agenda:

Agenda:-

- Parents meeting
- Home sick holiday
- Subscription of Journals
- Hostel library
- Any other matter.

Members Present:-

[Signature]

Meghna
23/7/19

[Signature]
Sairajay

K. Sailesh
23/7/19

Resolutions:-

- It is discussed and planned to arrange Parents' meeting on 8th Aug 2019 at 3PM in the Auditorium.
- In view of continuous public holidays, it is resolved to take homeside holidays from 9th to 18th August.
- It is decided to subscribe useful Journals for the benefit of Staff and students.
- A discussion is made on the Inaugural of hostel library named 'Bright star's knowledge Centre' with exclusively competitive exam books and a committee is constituted with 9 teaching staff, 3 hostel caretakers and 24 final year students.
- It is planned to collect the feedback of parents and explain them about various activities of the College.
- It is decided to conduct Internal Assessment from 19th - 21st Aug, 2019.

Meeting-3

21-8-19.

A meeting is held in the Principals room at 10:00 AM with all the staff. The agenda is as follows.

Agenda:

- Syllabus completion
- Scholarships
- Time-table
- Result
- College timings
- Any other matter.

Members Present:

~~Principals~~

Megha
21/8/19

Principals

Saijaya
21/8/19

K. Seetha
21/8/19

Resolutions:

- It is informed by the principal that college timings will change from 9:30 am to 9:00 am in the morning session and 4:30 pm to 4:00 pm in the afternoon session.
- A discussion is made on the syllabus completion and principal informed all the staff to complete the syllabus timely by taking extra classes and study hours if necessary.
- It is planned to verify the left over amount in the scholarship account and disburse it immediately.
- Principal instructed all the staff to follow the timetable strictly along with the allotted room numbers.
- It is informed to all the staff to strive for 100% result along with university ranks.
- Finally, principal instructed the staff not to carry their mobiles (or) handbags to the classrooms.

Meeting - 4

17-9-19

A meeting is held in the Principal's room with members of Eco-club, N.S.S., N.C.C & Rangers.

Agenda

- Jal Shakti programme
- water conservation
- Activities of Eco-club
- Any other matter

Members Present:

Mepiga 17/9/19

W. 17/9/19

di. Paur 17/9/19

Stella 17/9/19

K. 17/9/19

P. 17/9/19

Saroj 17/9/19

Sul 17/9/19

K. Sri 17/9/19

S. Madhavi 17/9/19

V. Renuka 17/9/19

Q. 17/9/19

Q. 17/9/19

K. Sri 17/9/19

Resolutions

- 'Jal shakti' programme is explained to all the members by the principal.

- It is planned to dig rainwater harvesting pits by Eco Club, NSS, NCC & Rangers at 11 different places in the campus.

- It is discussed and determined to conduct various surveys on water conservation by the students.

- The department of Zoology has decided to conduct an extension lecture on water harvesting.

- Botany department expressed their willingness to conduct a Symposium on water conservation along with biotechnology department.

- It is decided to arrange a rain gauge at the earliest to measure rainwater.

- It is resolved to study, plan, implement and monitor all the water sources available in the campus.

Meeting-5

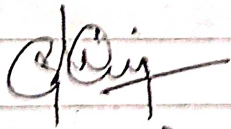
29-10-19

A meeting is held in the Principal's room at 3:30 PM. with the following agenda:

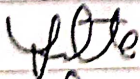
Agenda:

- National seminar
- Internal exam
- Completion of syllabus
- Any other matter.

Members Present:-



M. Srinivas
29/10/19



S. Lakshay
29/10/19

K. Seetha
29/10/19

Resolutions:

- Principal informed about National Seminar titled "Language, Literature and Social media" by department of English to be organised on 15th & 16th November, 2019. Hence all the staff are requested to extend their support for its success.

- It is planned to conduct TA-II on November 1st, 2nd & 3rd. Accordingly Principal instructed all the staff to conduct Study hours from 1st November, 2019 during morning sessions i.e 9-10 AM. Thereby, the college timings are extended from 9-5 pm.

- It is determined to complete the syllabus within the stipulated time.

- Staffs are divided into various committees for national seminar and are instructed to work for its success.

Meeting-6

28-11-19

A staff meeting is held in the Principal's room with the following Agenda at 3:30pm.

Agenda:

- Semester examinations
- Inspector duties
- Classwork
- Attendance
- Any other matter.

Members Present :-

M. S. Srinivas

28/11/19

V. S. Srinivas

Sailajay

28/11/19

K. Srinivas

28/11/19

Resolutions:

- Principal instructed all the staff to strive for the smooth conduct of Biometric examinations. Accordingly, Invigilator has to attend college by 8:30 am in the forenoon session and 1:30 pm in the afternoon session.
- She instructed the staff to check the hall in the hall thoroughly.
- It is resolved to start regular classes for all aided courses from 11th, 13th & 15th December accordingly, as they will finish their exams by that time.
- It is decided to instruct the students about Biometric attendance so that they can attend the classes regularly.