

## Department Meeting

23.12.19

Today Department of meeting conducted by Smt. D. JAYASREE, lecturer in charge, microbiology along with staff members in the microbiology lab. The following agenda points were discussed.

### Agenda :

1. preparation of Question Bank for respective papers in each semester.
2. Motivating & guiding students regarding Science Fiesta 2020.
3. Conduction of Internal Examinations. Exam schedule to be informed to students.
4. NAAC Revisit may be expected; So updation of documents in the Department.
5. Criteria I, Subcriteria 1 to 4 ~~Acti~~ updation of records: Action point G. Suneetha quest faculty.
6. 5<sup>th</sup> subcriteria P. Suneetha & G. Suneetha (Lecturers in MB).
7. Subcriteria 6 to 9 (Action point: P. Suneetha).

Lecturers: ① D. JAYASREE

② P. SUNEETHA

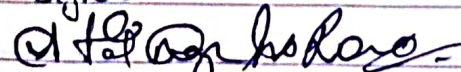
③ G. SUNITHA

  
Lecturer in Charge,

Dept. of Microbiology,

Government College (A)  
RAJAHMUNDRY-533 105. (A.P.)

Students signature:-

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