

STAFF MEETING

Date: 03-01-2024

The staff members of the Zoology Department meet in the Department to discuss the following Agendas.

- ① To conduct P.G. Sem-III internals and practical External Exams.
- ② Sem-II, Sem III, Sem IV, and P.G. Sem-IV papers distribution
- ③ update of Internal Award lists submit in time.
- ④ college timings from morning 8.00 AM to 6.00 PM. Session.
- ⑤ To discuss about Dept needed Reference books, Journals, etc.
- ⑥ update of Faculty Profiles and NAAC Records.
- ⑦ Any other issues.

Resolutions:

- ① It is resolved to conduct P.G. Sem-III practicals from 5.1.2024 to 8.1.2024. All Faculty members guide or students Complete Records, Viva P.P.Ts.
- ② It is resolved all Faculty members ~~and~~ Award Student's Marks (in a common paper with in time).
- ③ It is resolved all Teaching and Non Teaching Faculty member maintain the timing morning session from 8.00 AM to 6.00 PM.

- ④ It is resolved all Faculty members submit their required Reference books, Journals etc.
- ⑤ It is resolved all Faculty members update their profile in web site and update NAAC Records under guidance of Dr. D. Sailaja guru.
- ⑥ It is resolved Semester New papers distribution and time table.

1. Dr. D. Sailaja
2. ~~Dr. D. Sailaja~~ 2/1/24
3. K. Subharini
4. ~~Dr. D. Sailaja~~ 2/1/24
- 5.
6. K. Seena
7. Dr. Jinesh
8. K. Kirthi
9. Dr. M. J.
10. M. Sivalini
11. Ch. Jothi
12. Dr. D. Sailaja

Dr. D. Sailaja 2/1/24
 LECTURER - IN - CHARGE
 DEPARTMENT OF ZOOLOGY
 GOVERNMENT COLLEGE (A)
 TAMAHENDRAVARAM - 533 105