

5th, September 2022.

The faculty of the Department of English met in the department to discuss and resolved the following

To conduct internal exams as per academic calendar
To complete the II Semester Syllabus by the end of September.

To conduct class seminars, quizzes, debates, Group discussions to improve the communication skills of the students.

To conduct co-curricular and extension activities regularly.

To arrange guest lectures by inviting eminent personalities

To conduct awareness classes or coaching classes to students who are going to appear for various entrance examinations.

To organize field trips and educational tours

To conduct remedial classes for slow learners

To supply study material for the poor and needy students.

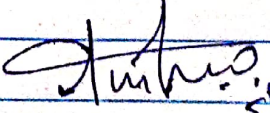
To extend co-operation for all the college activities and IQAC in curricular, co-curricular and extension activities.

To update all registers and records pertaining to AQARs, NAAC and the department.

Y. Rajasekar
5/9/22

PRINCIPAL
S.R. Govt. Degree College
PUNGANUR - 517 247
Chittoor District.

Incharge of the Dept.


5/9/22

K. ANIL KUMAR
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S.R. Govt Degree College
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Chittoor Dist., A.P.,

Departmental Minutes and Resolutions.

Meeting No: 02

51

3rd Nov, 2022.

The faculty of the Department of English met in the department to discuss certain academic issues and resolved the following.

The college reopened after II & IV semester examinations on 03.11.2022. It is decided and resolved

- 1) To conduct Induction programme for 2 year students for 21 days as per APCCE Schedule.
- 2) To conduct Bridge course for first semester students to fill gaps in the English subject.
- 3) To prepare Departmental, Annual Curricular plan, teaching notes for I & II semesters respectively.
- 4) To extend co-operation in the preparation of time-table.
- 5) To conduct Newspaper reading and story reading hours once in a week to improve the skills of the students.
- 6) To arrange invited or guest lectures by eminent personalities.
- 7) To organize field trips and educational tours.
- 8) III semester results for the A.Y 2021-22 were declared and the results of English dept are as follows.

II B.A (HEP) - 8 out of 21 passed - 38%.

II B.Com (C.A) - 34 passed out of 42 - 81%.

II B.Com (Gen) - 14 passed out of 24 - 58%.

II B.Sc (MSci) - 18 passed out of 19 - 95%.

Departmental review was conducted on the above results and feedback was collected from the III Sem students to improve the results in the next semesters.

9) It is resolved to pay more attention and care towards B.A (HEP) and B.Com (Gen) as these two groups achieved less pass percentage.

Hence, it is decided to conduct Remedial classes, study hours and to supply study material to all the students of B.A and B.Lou (Gen).

10) To conduct Seminars, quizzes, debates, G.O's and Co-curricular activities regularly.

11) To participate in all the programmes conducted by ZQAC and other cell and departments.

12) To encourage the students and make them to participate in the literary and cultural activities.

Incharge of the Dept

Y. Rajasekar
3/11/22

PRINCIPAL
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K. Anil Kumar

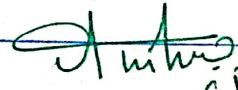
K. ANIL KUMAR 3/11/22
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CHITTOOR DIST., A.P.,

06.02.2023,

The faculty of the Department of English met in the department at 4.00 pm to discuss and resolve the following.

1. To complete I and III semester syllabus by 20.02.23 as the sem end exams are scheduled from 10.03.23.
2. To conduct remedial classes for slow learners from 20.02.23.
3. To conduct a model exam or pre-final before the commencement of exams.
4. To conduct study hours to improve the results.
5. To update all the records of the department.
6. To update the Continuous Internal Evaluation and Mark register.
7. To evaluate the internal exam answer scripts and distribute them to the students and discuss with them.
8. To conduct an educational tour
9. To conduct special classes for I and III semester B.A and B.Com (Gen) classes to improve their results.

Incharge of the Dept.


6.12/23

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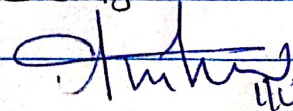
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THE DEPT. OF ENGLISH
S.R. GOVT DEGREE COLLEGE
PUNGANUR
6.2.23

01.04.2023

The faculty of the Department of English met in the Principal's Chamber to discuss certain academic issues and resolved the following unanimously.

1. Since the college reopened after I & II Sem exams for II Sem, it is resolved to conduct all the curricular, co-curricular, extra-curricular and extension activities as per the Academic calendar and Institutional plan.
2. Further resolved to conduct Mid term - I exam in the fourth week of April-2023.
3. It is unanimously resolved to conduct the Certificate course as usual from 1st week of April and to complete it by the end of June 2023, for the benefit of final year students.
4. To update NAAC records.
5. To discuss with the students about their performance in their I Sem university exams and give suggestions.

Incharge of the Dept


11/4/23

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Meeting No: 05

22.06.23

The faculty of the Department of English met in the Principal's chamber to discuss certain academic issues and resolved the following unanimously.

1. As the university released II sem examination schedule, it is unanimously resolved to conduct Mid-term-II exams by 30.06.2023.

2. It is also resolved to complete II sem syllabus by 05.07.2023 as the sem end exams are going to be conducted from 15.07.2023.

3. To conduct remedial classes to support the slow learners and to give study material to the students to increase pass percentage.

4. To co-operate and to extend support in the conduct of II sem, II and III semester university examinations.

5. To participate in all the extension activities of the college.

Signature of the
dept.

[Signature]
22/6/23

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