

Departmental Minutes & Resolutions

Meeting No: 01

6th Sept, 2022

The Faculty of the Department of _____ met in the Department to discuss & resolved the following:

- ① To conduct internal exams as per academic Calendar
- ② To complete the II Semester Syllabus by the end of September
3. To conduct class Seminars, Quizzes, debates, Group discussions to improve the communication skills of the Students.
4. To conduct co-curricular and extension activities regularly.
5. To arrange guest lectures by inviting eminent scholars.
6. To conduct awareness and motivation classes to Students who are going to appear for various Entrance & Competitive examinations.
7. To organise field trips and educational tours.
8. To conduct remedial classes for slow learners.
9. To supply study material for the poor and needy students.
10. To extend co-operation for all the College activities.
11. To update all the registers and records pertaining to AQAR's, NAAC & the department.

Incharge of the Dept.

Principal
S.R. Govt. Degree College
Punganur-517247
Chittoor District

Y. Rajasekar

Principal
S.R. Govt. Degree College
Punganur-517247
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T. Sreenivas
Dr. T. SREENIVAS
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Lecturer in Political Science,
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PUNGANUR - 517 247
Chittoor Dist., A.P.

2022-2023

Meeting No: 02

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30th Nov, 2022

The Faculty of the Department of Political Science in the department to discuss certain Academic issues and resolved the following.

The College reopened after I & II Semester Examinations on 03.11.2022. It is decided and resolved

1. To conduct Induction programme for 1 year students for 21 days as per APCCE schedule.
2. To conduct Bridge Course for first Semester scheduled students to fill gaps in the Political Science Subject.
3. To prepare Departmental Annual curricular plan, Teaching notes for I & II Semesters respectively.
4. To extend cooperation in the preparation of time table.
5. To conduct Motivation classes once in a week to encourage students for appearing Competitive Exams APPS/RRB/SSC etc.
6. To conduct Remedial classes, Study Hours and to supply Study material to all the students.
7. To conduct Seminars, Quizzes, debates, GPs and co-curricular activities regularly.
8. To participate in all the programmes conducted by IQAC, NCA & NSS other cells & departments.
9. It is resolved to celebrate National Constitutional day on 26.11.2022.

K Rajasekar

PRINCIPAL
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Incharge of the Dept

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03.11.2022
Dr. T. SREENIVAS
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The Incharge of the Department of Political Science met the principal in principal's chamber to discuss and resolve the following.

1. To conduct a meeting over National Voters Day on 25th January, 2023.
2. To conduct Essay writing & Elucation competitions over politics of Democracy in the Electoral politics.
3. To create awareness over Right to Vote through slogans, procession and play cards.
4. To encourage the youths to enroll as voter & cast their votes effectively on electing efficient leaders.

Y. Rajasekar

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Meeting No: 04

07, Feb, 2023

The Faculty of the Department of Political Science met in the department at 4.51 P.m. to discuss and resolve the following.

1. To complete I & II Semester Syllabus by 20.02.2023 as the Semester end Exams are scheduled from 10.03.2023.
2. To conduct remedial classes for slow learners from 20-02-2023.
3. To conduct a pre-final Exams before the commencement of Exams (External).
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 (CIA) and Marks register.
7. To evaluate the internal Exam answer scripts and distribute them to the students.

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