

Department of Horticulture. 1

During the year = 2019-20.

Department Meeting No-1.

Date: 19-06-2019.

Department meeting no-1 dated 19-06-2019 held under the chairmanship of the department incharge Smt. T. Kalpana and discussed the following agenda.

1. Engaging guest Faculty for the academic year 2019-2020.

2. Distribution of workload for the year 2019-20.

3. Explain the Rules and Regulations of this college to the new joining guest Faculty.

The meeting held in the Dept. on 19-6-2019 discussed the above agenda and Resolved the following Unanimously.

① workload particulars for the academic year 2019-20.

Students particulars.

② * B.sc B.voc Horticulture Semis 1-1
Total Students = 24.

* B.sc B.voc Horticulture Semis 1-2
Total Students = 14.

* B.sc Horticulture IIIrd Semis = 25

* B.sc Horticulture Ist Semis = 37

Total 100

③ Total working Hours Per week = 71.
The projected workload required for
the academic year 2019-20

Total No. of guest Faculty = 03.

Regulars - NIL.

Contract - NIL.

Hence it is resolved to request principal sir, to appoint the guest faculty for the department of Horticulture as detailed above.

It is resolved to monitor the admission process and as the admission in certain biology groups is not upto the mark. (B.voc Horticulture - 1 Semis)
It is resolved to request the principal sir for allowing spot admission for the remaining seats in all B.voc 1 semis.

Members.

① R. Raju

② B. Ashok

③ P. Nices

T. Polamra
Lecturer in-charge.

Department of Horticulture.
During the year = 2019-20.

Department Meeting No-1
 Date = 19-06-2019.

Department Meeting dated 19-06-2019 held under the Chairman ship of the department in charge Smt T. Kalyans and discuss the following agenda.

1. Engaging guest faculty for the academic year 2019-20.
2. Distribution of workload for the year 2019-20
3. Explain the Rules and Regulations of this college to the new joining guest faculty.

The meeting held in the Dept on 19-6-19 discussed the above agenda and Resolved the following Unanimously.

1. Workload particulars for the Academic year 2019-20.

2. Student Particulars.

	Total Strength
* B.voc Horticulture Semester - I	24.
* B.voc Horticulture Semester - II	14.
* B.sc Horticulture Semester - III	25
* B.sc Horticulture Semester - IV	37.

100.

3. Total working hours per week = 71. The projected workload required for the academic year 2019-20.

Total no. of guest faculty = 03.
Regular = NIL
Contract = NIL.

Hence it is requested to principal Sir to appoint the guest faculty for the department of Horticulture as detailed above.

It is resolved to monitor the admission process and as the admission in certain biology groups is not upto the mark C.B.voc Horticulture - 1st semester.

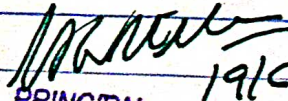
It is resolved to request the principal Sir for allowing spot admission for the remaining seats in the B.voc 1st semester.

Members.

- | | | |
|----------------|---------------------|---------------------|
| 1) T. Rajana | 4) _____ | 7) _____ |
| 2) B. Raj | 5) _____ | 8) _____ |
| 3) R. Rajasree | 6) G. Shree | 9) _____ |

Alloted guest faculty for the Academic year 2019-20.

1. B. Rajasree - ~~_____~~
2. B. Ashok Rama Raju - ~~_____~~
3. P. Nicee - ~~_____~~


19/6/19
PRINCIPAL
P.R.Govt. College (Autonomous)
KAKINADA

T. Rajana
19/6/19.
in charge
Department of Horticulture
R.Govt College(A), KAKINADA

Department of Horticulture

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Department meeting No-2, ON: 23-07-2019.

Department meeting No=2 Conducted on 23-07-2019. Under the chairmanship of the Department incharge Smt T. Kalpana and discuss the following agendas.

1. Rules and Regulations of guest faculty.
2. Syllabus Completion.
3. Students Attendance.
4. Students Discipline.

I am explain the duties of guest faculty to th in this meeting. We also discuss about our syllabus completion in intime. We are discussing about student attendance. Some of our B.voc students are absent regularly. We discuss about that students. All of the staff members discussed about students discipline.

Members:

- ① B. Raja Sree - ho
- ② B. Ashok Rama Raju - BAD
- ③ P. Niree - my

T. Kalpana
23/7/19.

Secretary In-charge
Department of Horticulture
R. Govt College (A), KAKINADA

M. N. N.
23/7/19
PRINCIPAL
R. Govt College (Autonomous)
KAKINADA

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KAKINADA

Department of Horticulture.Department Meeting No-3. On: 09/09/19.

Department meeting no-3 Conducted on 09/09/19, Under the Chairmanship of the Department in-charge Smt. T. Kalpana and discuss the following agenda.

1. Syllabus Completion.
2. Preparation of Practical Exams.
3. Completion of Practical Records
4. Special attention on irregular students.

We are discussed about syllabus completion our staff completed 90% syllabus to fill date. Our practicals are also 100% completed to fill date. Our guest faculty pay special attention on irregular students.

We are also discussing about mid marks. we pay special focus on below average students. we are also discussing to improve their marks in practicals and also sem end examination.

Members.

- 1) B. Raja Sree. - *[Signature]*
- 2) B. Ashok Rama Raju. - *[Signature]*
- 3) P. Nicee. - *[Signature]*

[Signature]
 PRINCIPAL 9/9/19
 P.R. Govt. College (Autonomous)
 KAKINADA

[Signature] 09/09/19
 Lecturer incharge
 Department of Horticulture
 P.R. Govt. College (A), KAKINADA

Department of Horticulture

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Department Meeting No-4

on: 06-11-2019.

Department of Horticulture conducted a meeting on 06-11-2019, under the chairmanship of the Department in-charge Smt. T. Kalpana and discuss the following Agenda.

- ① Rules and Regulations in class-Room teaching.
- ② Giving material to students.
- ③ Conducting Seminars, Assignments, Quis from starting of the Semester.
- ④ Special attention to backward students.
- ⑤ field trip - planning.
- ⑥ Activities Conducted during this Semester.
- ⑦ Syllabus Completion in in-time.

We are discussing the above topics in departmental meeting. We are also concentrate on improve our Horticulture student result. We are also discuss about Question banks. In our BOS book Question banks are not insert. So, now we are preparing Question banks for every Horticulture paper.

We are also discuss about Activities Conducted in this Semester. and also discuss about when we are planning to field trip in this Semester.

Members.

- 1) ~~Princip~~
- 2) ~~Princip~~
- 3) ~~Princip~~

PRINCIPAL
R.Govt. College (Autonomous)
KAKINADA

T. Kalpana
06-11-2019.
Lecturer incharge
Department of Horticulture
R.Govt College(A), KAKINADA