

07/07/2022

Agenda:- To discuss Department work to depend on Syllabus allocation.

Discussion:- The members of Department of Botany under the Incharge ship of M. ANIL KOMAR discuss about Agenda points. The members also discussed regarding cluster willing to include year student.

Resolutions:-

It is resolved that the work load of the Syllabus
is M. ANIL KOMAR be given to Botany
Incharge.



Nageshwarini

August 22

Agenda! - To discuss Department workload and Administration.

Discussion: 1st year student Administration and improve time management set a realistic schedule and stick to it. Prioritize assignments effectively and avoid procrastination. Increase focus and concentration minimize distraction while studying such as turning off quiet study space. Explore new and fun techniques to improve concentration.

Resolution! - It is resolved that members above all.



Nagalakshmi

30/8/2022

Agenda :- To discuss Enhance Learning
Technique:-

Discussion:- The members of Department
of Botany under the Faculty M. Anil Kumar
discuss about Agenda point
Enhance Learning Technique Experiment
with different study methods to find what
works best for students. Try active learning
strategies like summarizing, Intermission
teaching concepts to others, creating
mind maps.

Resolution:-

It is resolved that above all.



Nagalakshmi

5/9/2022

Agenda:- To discuss improve writing skills & foster a healthy work-life balance.

Discussion:- The members of Dept went to Bahay under the Incharge Slip M. Anil Kumar discuss about agenda. self-education to practice record writing to take breaks, engage in hobbies & political activities and spend time with family, consistently finding balance between academic commitment and personal life & essential for overall well-being.

Resolution:- It is resolved that always



Nagalakshmi

10/10/2022

Agenda To discuss counselling for long
Absent student.

Discussion:- The member of B.K. department under the college M.A. & B.A. seminar discuss about a plan to conduct counselling for long absent students, and improve class present. and results in university examination.

Resolution:- It is resolved about all

A. K. S.

9/11/2022

Agenda:- To discuss plan for student study schedule:-

Discussion:- The members of Department of Botany under the charge M. Anil Kumar discuss plan for student study schedule. Create a study timetable that includes dedicated time for each subject. Allocate more time for subject.

Resolution:- It is resolved above agenda discussion.

Anil Kumar

28/11/2022

Agenda: To discuss Achive learning:

Discussion:- The members of Department of Botany under the Incharge M. Anil Kumar discuss about Agenda

Achive learning rather than. partially reading, take notes, discuss topics with classmates or teach concept to others.

Resolution:- It is resolved about Achive learning

Subhra

19/12/2022

Agenda :- To discuss stay portion and activities.

Discussion :- The member of Department of Botany under the guidance of teacher of Botany, M. Anil Kumar. Discuss about Agenda.

Allow short breaks during study sessions to relax, rejuvenate and prevent burnout. Consider using the Pomodoro Technique, where student study for 25 minutes take a 5-minute break and repeat. Maintain a positive mindset, believing in student's capacity to succeed. Celebrate small achievements along the way to boost our motivation.

Resolution :- It is resolved above discussed agenda.

Anil Kumar

Department of Botany

11/01/2023

Agenda

1. Sanitization
2. Admissions
3. work load

Amara

2/01/2023

DEPARTMENT OF BOTANY

Resolutions :-

- 1. Resolved that labs should be sanitized.
- 2. Resolved that I year B.Z.C admissions should be increased by motivating the students
- 3. Total work load of Botany Dept as follows

| | Theory | practical | Total |
|-----------------------|--------|-----------|-------|
| I year BSc (Bot) | | | |
| II year B.S.C Botany | | | |
| III year B.S.C Botany | | | |
| | | | P.V |
| | | | P.VI |
| (B.Z.C) | | | |
| (B.Z.C) | | | |

A. S. S. S.

DEPARTMENT OF BOTANY

Agenda :-

1. Guest lectural selection

2. work load details

3. work load distribution

Audhara

DEPARTMENT OF BOTANY 30/1/2023

Resolutions :-

1. For Guest lectural selection a demo was taken under the DRC comitte on
2. After conducting demo, work load details were noted and observed that these is 34 hours work load for Botany Department.
3. work load was distributed as 18 hours for ~~Dr. Anurag Kumar~~ and 16 hours for ~~Dr. Anurag Kumar~~ vesely. Guest lecturer

Anurag

DEPARTMENT OF BOTANY

Agenda

1. syllabus completion
2. Revision of the syllabus
3. preparations of final exams (3rd year)

A. S. S.

16/02/23

DEPARTMENT OF BOTANY

Resolutions:-

1. Resolved that final year syllabus should be completed before on
2. From Revision classes should be taken
3. For better results extra classes (4.PM to 5.PM) study hours for final year students should be conducted

A. S. S. S.

12/2/22

A meeting is arranged with members of Dept. of Botany on _____ by _____ in principal chamber. principal gave advice to conduct one seminar, one quiz, one group discussion and one community service for every month.

2. He also advised to conducted students assignment and unit test after completion of the every unit.

3. He advised to conduct awareness programme in Higher education.

4. He also advised that all the co-curricular and extra curricular activity should be mentioned in teaching diary.

[Signature]

work load particular

29

II, IV, VI semesters

13/8/2023

work load particular

theory practicals total

I year (II semester)

II year (IV semester p.4)

II year IV semester p.5

III year VI semester ele

cl₁

cl₂

cl₃

the pra

the pra

II sem

IV sem p₄

VI sem cl₂

III sem cl₃

VI semester pra

the pra

I sem

IV sem p₅

VI sem ele

VI sem cl₁

[Signature]

DEPARTMENT OF BOTANY

Agenda :-

1. About field trip
2. III semester examinations
3. V semester practical examinations

A. S. S.

DEPARTMENT OF BOTANY

Resolution:-

A meeting is conducted in department of Botany and resolved 1st and 2nd BZC students are selected to field trip or collection of plants especially Kolleru Flora and Adaporika Nursery on

we are resolved and planned for II BZC students to revised syllabus and taking extra classes to get good results because of II semester exams commenced onwards

II semester practicals also commenced from

so we are resolved planning, preparing of practical exams.

Ambera