

GOVERNMENT DEGREE COLLEGE

RAYACHOTY, ANNAMAYYA (Dist.)



ZOOLOGY

(UG courses)

Department of Zoology

Meeting Minutes Register

Academic year 2020-2021

minutes of meeting

odd semester [III, V]

Meeting 1 :- Start of semester dated :- 02-11-2020

* The meeting was held to discuss the commencement of the III & V semester classes for the academic year 2020-2021.

* key discussion points included the result analysis of the previous year, curriculum distribution, lesson planning, lab preparation, and student enrollment.

2. Agenda :-

* commencement of III & V semester classes 02-11-2020

* departmental meeting to discuss result analysis and action plan.

* curriculum distribution, detailed lesson plans, and resource allocation.

* lab preparation, procurement of specimens/chemicals and safety protocols.

* Student enrollment campaign.

* Assignments for III and V semesters.

* Student Seminars for III and V semester.

3. meeting minutes :-

* III & V semester classes commenced on 02-11-2020

* departmental meetings were held to discuss the result analysis of the previous year and to formulate an action plan.

* curriculum distribution and detailed lesson plans were prepared.

* Lab preparation, including the procurement of specimens/chemicals and safety protocols, was discussed.

* A campaign to mobilize staff and students for enrollment in the academic year 2020-2021 was conducted.

* Online classes were continued for B.G.C II and III year students.

* Assignments were given for III and IV Semesters.

* Student Seminars were planned.

4. Action Taken Report:

* III & IV Semester classes commenced.

* Department meetings conducted, and action plan prepared.

* Curriculum distribution and lesson plans prepared.

* Lab preparation and resource allocation initiated.

* Student enrollment campaign carried out.

* Assignment distributed and seminars planned.

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Minutes of meeting

Meeting 2^o - Mid-Semester Review dated:- 02-12-2020

The meeting was held to review the progress of the Semester, including syllabus completion, internal exams, and special events.

2. Agenda :-

- * Commencement of 1st internal exams for III & V Semester 07-12-2020.
- * AIDS day celebrations.
- * World Soil Day celebrations.
- * Group discussions and Quiz competitions.

3. Meeting minutes :-

- * 1st internal exams commenced on 07-12-2020.
- * AIDS day celebrations were conducted, including:
 - A guest lecture by a medical professional on the "Impact of retroviruses on animal health".
 - poster competition on "comparative immunology".
- * World Soil Day celebrations were organized, including :-
 - Field visit to study soil fauna and their role in the ecosystem.
 - Interactive session on "vermicomposting and its benefits".
- * Group discussions were held for III and V Semesters.
- * A zoology-themed Quiz competition was held for III and V Semesters including identification of specimens, scientific names, etc.

* Assignments were given for III and V Semesters.

4. Action Taken Report :-

* 1st internal exams conducted.

* AINS day and world soil day celebrations organized.

* Group discussions and quiz competitions held.

* Assignment were distributed.

B. Sivaram

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