

Departmental meeting

21/9/23

Staff meeting has been conducted in the department of Zoology on the afternoon of 21/9/23 and has resolved the following.

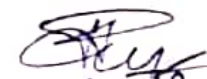
1. BSc Hons (Fisheries paper distribution for BOS preparation)
 - (a) Course 3, 4, 5 - Mr. G.V.P
 - (b) Course 6, 9, 12 - Mr. KRR
 - (c) Course 7, 11, 14A - Mr. YSP
 - (d) Course 8, 10, 15A - Mr. TSDR
 - (e) Course 13, 14B, 15B - Dr. TBR
2. COs - POs mapping has to be prepared.
3. NAAC records to be commenced from Tuesday i.e., 26th sep 2023 & to be completed within 10 days
4. PG work load distribution as follows
Sem-I - TSDR, YSP & Praveen
Sem-II - KRR, GVP & Praveen
5. To conduct International Seminar in Nov 2023.
6. To enter into a MOU with IGZP & Forest Dept.
7. To complete industry connect in the month of October.
8. Digitization of Museum - work to be carried out in the last hour of the practical.
9. Conduct parent teacher meet in the 1st week of October.
10. Online meeting with selected students taking collection of progression details.
11. To beautify our staff room.

Departmental Staff meeting

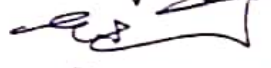
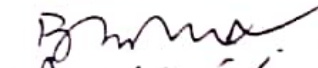
29/11/23

A departmental meeting was conducted on 29/11/23 at 4.00pm in the Zoology staff room to discuss the following issues.

1. BOS books to be submitted to the academic coordinators.
2. To get the BOS approved
3. Add on course syllabus & list of students should be submitted semester wise.
4. To be available for presentation on credit system by academic coordinator.
5. List of examiners, co's, po's model papers should be submitted along with the syllabus. SEC & PDC also should be added in the BOS.
6. CP-I & CP-II model Q.P should be in objective type.
7. For each component a bit bank has to be prepared.
8. VSK VISA App is introduced for college fee payment.
9. model papers, syllabus of diff BOS should be uploaded in website.
10. To attend academic council at 2 pm today.
11. To complete the semester syllabus on time.
12. To get ready for the practical.


Head of the Dept.

Staff members

1. Dr. T. Samuel David Raj 
2. Dr. G. V. Pradeep 
3. Dr. T. Bushan Rao 
4. Dr. Y. Shantu Prabha 
5. Dr. K. Rama Rao

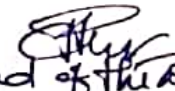
Departmental Meeting 23/02/24

A departmental meeting was conducted on 23-02-24 at 3.30 pm in the Zoology staff room to discuss, seek permission & resolve the following issues.

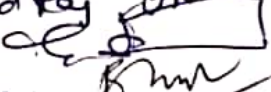
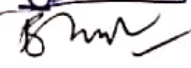
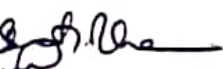
On view of preparedness for NAAC the following repair works have been proposed to taken up by the Zoology department.

1. Repair of practical working labbs, doors and windows taken up by white ant.
2. Plumbing work - to resolve the water & drainage problems in view of smooth conducting of practicals & research work.
3. Carpentry work - maintenance of wooden cupboard & polishing for proper storage of equipment & materials.
4. Upgrading of the damaged floors with tiles.
5. Repair & replacement of cupboards for the storage needs of the labs effectively.
6. Mason work - to repair the damaged pillars, roof and walls of the department.

In view of the above repairs it is resolved to seek permission from the principal to take up the work immediately and also to meet the above expenditure from the departmental internal resource i.e., PG & UG courses.


Head of the Department

Staff members

1. Dr. T. Samuel David Raj 
2. Dr. G. V. Prasad 
3. Dr. T. Shushan Rao 
4. Dr. Y. Shanti Prabha 
5. Dr. K. Rama Rao 

S. with 23/2/2024

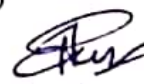
Department Meeting 02/03/24

In continuation of the resolution dated 23/2/2024, we submit that the repair works in the Department of Zoology have already been started.

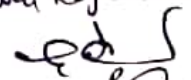
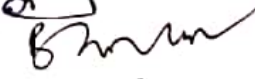
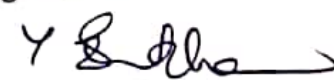
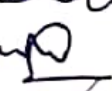
The works which were already mentioned might cost as per the estimates approximately 3,50,000/-. the expenditure may kindly be met from the UG or PG Zoology internal funds.

The works have to be taken up as part of NAAC Preparation of the Department. Since we are running short of time to complete the work before NAAC visit, the Department is monitoring the work along with the Construction Committee of the college. In this regard we submit that the motion is requesting for an advance to meet the expenditure for the works completed.

Hence we request you kindly to provide/sanction an amount of 1,00,000/- (one lakh rupees only) as advance from BVoC Aquaculture funds


Head of the Department

Staff members.

- 1 Dr. T. Samuel David Raj 
- 2 Dr. A. V. Prasad 
- 3 Dr. T. Buhana Rao 
- 4 Dr. Y. Shanku probha 
- 5 Dr. K. Rama Rao 

9.11.2023/2024

Department Meeting

24/4/2024

A Departmental staff meeting was held on 24/4/24 at 4pm to discuss the various issues regarding NAAC preparation and work distribution.

The following work/Record preparation has been assigned to various faculty of the Dept.

Dr. TSDR

1. Research publications -
2. Trainings webinars, seminars attended & conducted (CFDPs)
3. Research guidance details.
4. Report on workshops conducted
5. MoU's Report/consultancy policy/collaboration activities
6. Report on extension activities/community outreach activities
7. Seminars/workshops/other related activities
8. expenditure statement - UGC/Autonomy/CPE
8. Report on career counselling & guidance.

Dr. GVP

1. Bridge course Record ✓
2. Record of internal marks -
3. Record of external marks -
4. Result analysis -
5. Remedial coaching Record -
6. Best practice Record -
7. Infrastructure & funds -
- 8) Patents & MRP's record -

Dr. VSP

1. Annual Academic Calendar
2. Dept. Activity Register
3. Report of guest-lectures arranged
4. Report on invited talks/lectures
5. Report on CSP's relationships (Short term + long term)
6. Report on CIA
7. Report on student progression.

- 8) Timetables, Annual plan, teaching note reports.
- 9) Report on field trips, seminar, assignments, projects
- 10) Report on ICT tools & LMS used
- 11) Report on student awards achievements

Dr. KPR

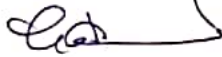
- 1) Faculty RC & OC details
- 2) Report on BOS
- 3) Report on teacher achievements & awards
- 4) Faculty attended as resource persons report.
- 5) Report on add on courses & certificate course
- 6) Report on student admission & biodata
- 7) Report on Dept. Library.
- 8) Report on Dept Museum
- 9) Departmental Minutes Register
- 10) Report on Books & Book chapter publications.

Members

1. TSDR



2. GVP



3. YSP

Y. S. Sathya

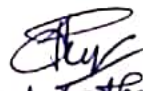
4. KRR

K. R. Ramesh

5. T.B.R.

T. B. R.

Dr. K. P. R. 24/12/2024


Head of the department

Departmental Meeting

4/6/24

A meeting was held in the department of Zoology at 11:00 am to discuss about the various departmental activities to be taken up by the faculty members in view of new academic year commencement & preparation for NAAC.

1. To speed up renovation work in the dept.
2. To replace the old aquarium with the new one as it is having water leakage.
3. To refill the specimen jars with new formaldehyde.
4. To prepare QR code for all the specimens, charts & equipment.
5. To distribute the work load for sem I, II & III semesters in the following way

① Dr. P. J.

Sem-I Sec B 4 hrs

Sem-I B"

- ⑥ preparation of 2024-25. Bos.
- ⑦ TO conduct. Pre-Bos meeting
- ⑧ TO prepare records for SSK.
- ⑨ TO prepare Annual academic plans
- ⑩ TO observe important days & organise outreach programmes
- ⑪ TO prepare a departmental calendar.
- ⑫ TO plan for national/international seminars & webinars.
- ⑬ TO engage PG level faculty
- ⑭ TO prepare question banks for classical & applied botany with ISBN number.
- ⑮ TO complete the preparation of Time table.
- ⑯ TO regularly finish up Teaching diary & rolls.
- ⑰ TO prepare ^{records for} stock verification.

ETK
H2

Members

1. Dr. T. Samuel David Raj ETK
2. Dr. T. Bushan Rao BM
3. Dr. G. V. Pratap GED
4. Dr. V. Shanti Prabha Y & R
5. Dr. K. Rama Rao

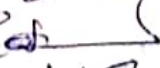
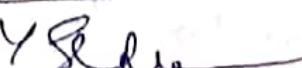
Departmental staff meeting 8/8/24

A staff meeting was held in the apt of today
date and following resolutions were made

1. To make our students participate in
activities of National Space Day 2024
celebration at FSI, Visakhapatnam through
Google meet.
2. To participate in painting competition ad-
vised by IGP.
3. To participate in webinar conducted by
NIPHAAT.
4. To prepare for SAS meeting on 20th Aug, 2024
5. To begin our Add on course (Research
methodology) for final year students.
6. To get ready for mid exams.
7. To prepare for Independence Day
8. Appreciated Pralap sir for being nominator
to be NSS Programme officer.
9. To observe mosquito Day on 20/8/24
& invite Dr. T. Tulesi as the speaker
10. To look after the PG admissions & work
load distribution.


HOD

Members

- Dr. T. Samuel David Raj
- Dr. T. Susan Rao
- Dr. G. V. Prapalap - 
- Dr. Y. Shanti Prapala 
- Dr. K. Rama Rao

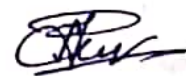
Departmental staff meeting 2/9/24

A meeting was conducted in the dept of Zoology, ^{on 2/9/24} to discuss the various issues as follows.

1. To observe world Rabies day on 28/9/24
2. To participate in Chan-Indra mission organised by IGZP.
3. To observe Biodiversity week in October 1st week.
4. To arrange field work to all the year in the Zoology dept.
5. To prepare PPT for NAAC presentation.
6. To complete the pending work for NAAC.
7. PG work distribution is discussed
8. project distribution is made among the staff members
9. Reviewed the completion of syllabus
9. appreciated the students for attending varan-mahatma programme at IGZP.
10. To organise free dental camp with in collaboration with independent hospitals.
11. To take appointment with FSI authorities for conducting a national seminar on Microplastic in Sea water.
- 12.

members

1. Dr. J. Samuel David Raj
2. Dr. T. Ashan Rao
3. Dr. G. V. Pradyumn
4. Dr. V. Shanti Prakash
5. Dr. K. Rama Rao



Head of the Dept.