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Faculty of physics staff meeting is held in the office of the department of physics on 24.09.2021 at 10:00 AM after newly joined Lecturers in the General Transfer-2021 and the following resolutions are made and the following points are arrived at:

- (1) The completion of syllabus as per the academic calendar for semester-V & sem-II students.
- (2) Revision of important topics in view of Mid-I examinations.
- (3) preparation & updation of Academic records.
- (4) Discharge of charges & duties in the dept. among the Lecturers.
- (5) student seminars/quizzes/Group discussions/Field trips to be continued as usual with utmost attention.
6. Resolved to prepare e-content for physics topics as per the syllabus to improve quality of e-classes.
7. Resolved the class counsellors to maintain
 - (i) Attendance of students
 - (ii) student biodata database

8. Staff applying Leave (prior one day intimation)
9. ICT based teaching Learning should be improved.
10. Department Action plan should be followed.
11. Best practices to be continued in the department as usual.
12. Monitor departmental Activities regularly.

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RESOLUTION

Department of Physics staff meeting is held on 22-10-2021 at 4:00 PM in the office of the dept. with Dr. C.V.S.S. Sastry, Lec. in physics (HOD) in the chair & all the Lecturers of the department and office staff are also attended.

The following matters are discussed and resolutions are made:

- (1) In view of NAAC preparation, all the files & records need to update.
- (2) Use of digital classrooms and virtual classrooms for the benefit of the students.
- (3) Start the classes for newly joined semester-I students for the Academic year 2021-2022.
- (4) One week Bridge course classes will have to engage for sem-I students of B.Sc.(MPC), B.Sc.(MPCs) & Phy (Hons) students.
5. prepare the list of equipment required in the department under UGC/state/CPPC etc. funds.

6. prepare work development plan of the department with new proposals for the all round improvement of the department.

7. Revision of important topics in view of mid term-II examinations.

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RESOLUTION

The Faculty of Physics staff meeting is held in the office of the department of Physics with all the Lecturers on 29.10.2021 at 10.00 AM with Dr. C.V.S.S. Sastry in the chair as HOD and the following resolutions are made unanimously and are as follows:

- (1) The progress of the class work of the all the Lecturers according academic plan.
- (2) Maintain and updation of Individual records Teaching diary, Teaching Notes and Annual curricular plan of the Lecturers.
- (3) MID term - I exam attendance and evaluation of marks as per sop.
- (4) Joint organisation of state level online sdc (skill development course) on "Solar energy" webinars with GDC Chodavaram, Physics Dept.
- (5) Joining some of the i) Phy (HON) and ii) B.Sc. MPCs - EM students to "Microsoft upskilling programme" under ITC combined with Dept. of Comp. science as per the guidelines of the Hon'ble Apecce.
6. Resolved to modify all model question papers in order to avoid the repetition of the questions

in the final end semester examinations and fairly cover the syllabus. The revised question paper and question bank are appended ~~to~~ the resolution.

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DEPT. of Physics Staff Meeting

The Faculty of Dept. of Physics met in the office of the department on 02.12.2021 at 10:00 AM with Dr. C.V.S.S. Santhya in the chair as HOD and all the teaching staff members are also attended.

The following resolutions unanimously are made:

- (1) 100% completion of the syllabus for Sem-III & Sem-IV students.
- (2) preparing the above students to their End-semester theory Examinations which will be held from the third week of Dec-2021.
- (3) work adjustment and class work continuation for sem-III students.
- (4) preparing sem-III & sem-IV students to their end semester practical Examinations - Dec/Jan - 2022.
- (5) taking of online classes during pongal holidays from 08.01.22 to 18.01.2022 if needed.
6. Revision of important topics (Essays, short questions, problems etc.) in view of End-semester theory Examinations.

7. Resolved to conduct End-semester practical Examinations (physics) - Dec/Jan 2022 as per the coE timetable.

8. Resolved to visit nearest Industrial Area/Academic or Scientific Institution / solar panel park as field visit/Industrial tour.

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STAFF MEETING - RESOLUTIONS

21.12.21

The physics faculty meeting is held on at 09:30 PM in the office of the department with HOD, Dr. CVSS Sasstry in the chair and the following resolutions are made and the following points are arrived as:

1. Resolved to choose paper: VII-C (Renewable Energy) as cluster Elective and papers VIII-C-1, VIII-C-2 & VIII-C-3 as cluster papers for Sem-VI for
i) MPC (EM) students.
2. Resolved to adopt paper: VII-C (Renewable Energy) as cluster Elective paper for
i) MPC (TM),
ii) MPCs (TM) & iii) MPCs (EM) students for semester - VI.
3. preparation and updation of individual Academic records:
 - i. Teaching diary
 - ii. Teaching Notes
 - iii. Annual Lesson plan
 - iv. Faculty profile
4. Resolved to start classes for semester-VI & semester-III students after pongal holidays.
5. Resolved to update all the Academic records of the department in view of NAAC preparation.
6. Posting of Final Exam Marks in the form of CIA (continuous Internal Assessment) according to Sop for semester-III & semester-V.

6. Resolved to conduct student seminars/Quizzes/
Group discussions/ Field visits etc. should be
as usual with special attention.

7. Distribution of theory papers & practical papers
uniformly among the Lecturers for semester-III
& semester-VI.- Resolved.

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Department : Staff Meeting - Resolutions

The teaching and non-teaching staff of department of physics met in the office of the department on _____ at 4:30 PM with HoD, Dr. C.V.S.S. Sastry in the chair. The following matters are discussed and resolutions are made:

1. Resolved to advise important topics of subject papers in view of the mid term - I Examinations.
2. Resolved to prepare power point presentations (PPTs) in their respective papers as e-content of all the lectures.
3. The progression of Theory and Practical class work of all the faculty according to time-table.
4. Resolved to conduct National science Day - 2022 celebrations in a grand manner with the permission of the principal as two-day Event.
5. Various departmental committees are formed for the smooth organization of the event by the incharge of the department.
6. As part of the National science day celebrations, noted personalities relating to area of the physics in the government sector (Education) particularly

in the GDCs and AU are planning to invite in the first day.

7. In the second day of the event (closing day), two senior scientists from NSTL (DRDO), Visakhapatnam are planning to invite.

8. Resolved to display all Models/ charts/ posters prepared by students from each science department in this Event — Resolved.

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STAFF MEETING OF THE DEPARTMENT

Physics faculty meeting is held in the office of the department of physics on 30.12.21 at 10:00 AM with Dr. C.V.S.S. Sastry in the Chair. and the following resolutions are made.

1. TO appreciate each individual member of faculty of department of physics for the Grand success of the National Science day celebrations - 2022.
2. Resolved to evaluate & post Mid term - I marks in the departmental Register.
3. Resolved to participate in the International Women's day celebrations by Women faculty members of the department.
4. Resolved to revise important topics of Subject papers in the view of Mid term - II Examinations which will be held in the first week of April - 2022.
5. Resolved to complete the syllabus of sem - I, sem - II & Sem - VI papers by the second week of April - 2022.
6. Resolved to distribute duties & responsibilities of the department in view of the NAAC

preparation and also assigned various departmental tasks to every faculty member of the dept.

7. Two Guest Lectures are planned to conduct by eminent personalities of physics before end of the semester.

8. Resolved to focus on academically backward students for their academic improvement.

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