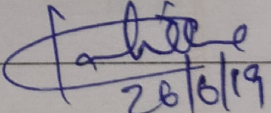
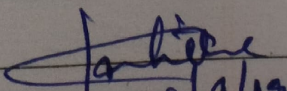


26-6-2019

- Admission work is completed for both the groups. Any student who is due for fee should be reminded for the payments.
- class work should be done according to the timetable.
- Proper maintenance of teaching diaries and notes by faculty members to be done.
- Implementation of online attendance system (IAMS) and teaching training student attendance must be there.
- Virtual and Digital classes should be properly utilized.


26/6/19

- Anti ragging counselling for senior students should be organised on 28-6-19.
- Student induction programme for 1st yr to be conducted soon. Awareness regarding autonomous system, examination patterns, credits, outcomes, curriculum, co-curricular, extracurricular aspects need to be discussed.


26/6/19

12-8-2019

- Dr. Ch. Lalitha attend BOS meeting & at ASD CollegeCA, Tanuku as University Subject expert on 12th July 2019. Also attended BOS meeting at CRDWCA, Srikakulam as Subject expert on 22nd July 2019.

- need to conduct special classes for slow learners from 13-9-19 to 17-9-19.

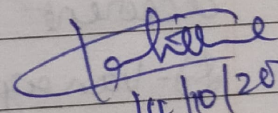
- on 19-8-19 Group Discussion on 'Water Borne diseases' to be organised. Students should be divided into teams.

- Gram Sachivalayam examinations are ahead. The College campus may be occupied for the examination purpose. So proper assignments need to be given to the students to engage them.

Lalitha
12/8/19.

14-10-2019

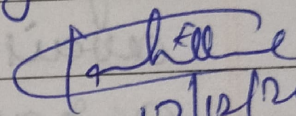
- Discussion on timely completion of syllabus in preparation for the upcoming semester examinations scheduled from 18th October.
- Issue of hall tickets to be done and need to inform the students those who are not responding.
- Extra classes to be planned to assist slow learners and average learners after 5 PM.
- Sem-5 Exams are scheduled from 18-10-19 to 25-10-19. Sem-1 & 3 Exams are scheduled from 30-10-19 to 7-11-19.


14/10/2019

17/12/2019

- Assigning project work to semester-6 students is mandatory. Field projects should be promoted among students.
- On 28-11-19 attended AP Science Congress and participated in Poster presentation prepared by the students - D. Vanaja Sri and Rushmi Padanna on "Improvement of Soil fertility using microbial consortium" held at Dr. B.R. Ambedkar Open University, Yetcherla, Srikakulam.
- On 30-11-19 attended IOAC Workshop at GDE RTU.
- On 16-12-19 students of microbiology participated in competitions conducted by Post Trust on account of Virulence Awareness week and D. Vanaja Sri, Rushmithe have won prizes.
- The HOD thanked all the faculty members for making students actively participated in AIDS Rally on 1-12-2019.
- Permission was obtained to visit Ausobindo Pharma, Paidikshimavaram on 19th October.
- Permission was given for 60 students along with 3 faculty members.

- morning breakfast and lunch will be provided for the students.
- Transport charges need to be paid to APSRTC bus for travelling.
- There is a skill development centre of Anubinds pharma near to the pharma industry where all the analytical and separation techniques are taught.


17/12/2019

2-3-2020.

- Last month, admission campaigning was done at near by colleges in Visakhapatnam on 6th February 2020.
- Planning to conduct add on course exam on 4th March.
- International Women's Day is going to be organized in the college on 6-3-20 due to availability of Chief Guest since there is a rally scheduled on 7th March in the afternoon on "Violence against Women" with Ntshila Commission Chairman and along with our Hon'ble Vice-Chancellor Prof. P.V.D. Gouda Reddy Garu.
- On the same day evening Annual Day is going to be organized. As per the practice last yr passed out toppers should be awarded with merit certificates and prizes.
- There is an alumni meeting scheduled for 15th March. Need to inform all the Microbiology Passed out students.
- Practical Exams for Sem-2, 4 & 6 are scheduled from 9-3-20 to 18-3-20. Later theory exams will be conducted.

[Signature]
3/3/2020

18-03-2020

- An awareness programme on COVID-19 novel corona virus with Posture has been organised by the Department of Microbiology yesterday i.e., on 17-03-2020.
- Students Prepared charts and explained about the virus, its spread and preventive measures to all the classrooms.
- Urgent meeting conducted today to announce that in view of spreading of COVID-19 virus among the world the central government issued an order C.O. RC 202 given by the Health Medical and Family Welfare Department dated 18th March 2020 to shut down all the offices immediately from 19-03-2020 onwards till 31st March to control the transmission / spreading of the virus.
- The College remains closed for 15 days. Semester end examinations will be held after reopening.
- The meeting began with a discussion on the current situation of the COVID-19 pandemic. It was noted that the virus is spreading across India.

- In light of the directives issued by the Government of Andhra Pradesh and the Commissionerate of Collegiate Education, it was communicated that our college will remain closed from 19th March 2020 to 31st March.
- It was announced that the college is scheduled to reopen on 1st April 2020, subject to further updates from the authorities.

[Signature]
18/3/2020