

1-6-2021

- need to conduct mid sem-1 for sem-4 & 6 in between 1-6-21 to 5-6-21.
- CCE, A.P has given certain instructions in view of surge of second wave by Covid-19 delta strain. Dr. D. Sravana Kumar, Principal (FAC), has instructed to follow accordingly :

1. Online Teaching and uploading on APCEE Website :

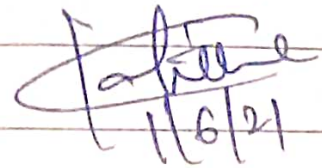
- Resolved to use laptops for video lectures since from the mobile the content is not visible properly to the students.
- faculty instructed to record lessons, store them in the drive, create links, and upload them into the CCE website under "Bharath Padhe Online" and in LPMS (Lesson Plan Management System).
- LPMS includes timetable information, the number of classes scheduled per day, classes taken by faculty, topics covered, mode of teaching and student attendance.
- Each faculty member has been provided with login IDs and individual passwords for uploading information into the website.

2. Introduction of ONP App by CCE :-

- CCE introduced the Online Teaching Learning Process (ONP) as an alternative tool for curricular delivery during the Covid-19 pandemic.

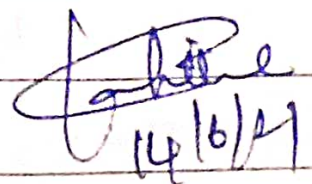
A versatile software has been designed to monitor and assess faculty performance and student attendance.

All faculty members are instructed by the Principal to use the app for uploading details of the classes conducted during the day.


11/6/21

14-6-21

- It is resolved to take special classes for sem-4 & 6 from 14th to 18th June online.
- mid sem-2 for 1st yr to be conducted online from 15-6-21 to 20-6-21.


14/6/21

18-7-21

- Mid Sem-2 for sem-4 & 6 to be conducted from 19-7-21 to 23-7-21.
- Practical exam for sem-4 & 6 → In view of Covid-19 surge, practical exams for sem-4 and sem-6 need to be conducted with limited numbers from last week of July to August 1st week.
- Sem-1 exams will be starting from 1-8-21 and continue till 9-8-21.

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18/7/21

8-8-2021

- It is resolved to conduct Addon course exam on "FOOD NUTRITION AND HEALTH EDUCATION" on 4-8-21 by following Covid-19 rules. Dr. K.B.K. Naik, Principal (FAC) is going to monitor.
- 1. Covid norms during exams:
 - Invigilators and students must strictly adhere to Covid norms during exams.
 - Compulsory adherence to wearing masks, self-sanitization, and maintaining social distance.
 - Two students allocated for each bench to ensure proper distancing.
- 2. Semester End examinations for sem-4 & 6:
Semester end examinations for Semester 4 & 6 will be held from 18-08-2021 to 26-07-2021.
- 3. First year admissions for 2021-22:
New admissions will commence soon.
Need to prepare flyer, a video highlighting our activities and improve admissions. *[Signature]*
2/8/2021

12-08-21

- A webinar on "Importance of Intellectual Property Rights in Research" was conducted on 6-8-21 by Dr. Ch. Lalitha as Convenor. Dr. M. S. ShivaKiran, Chief Executive Officer, Atal Incubation Centre, India addressed the staff & students.
- Sem-2 classes commences from 12-8-21.
- Sem-4 & 6 exams will start from 18-8-21 to 26-8-21 by following Covid-19 norms.
- Classes for Sem-5 commences from 1-9-21.

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12/8/21

8-9-21

- First vaccination drive was conducted for students on 21-8-21 by Health Department in the campus and given Covid-19 vaccine at free of cost to the students and the staff. Some of the students got fever and other mild complications after vaccination. But the department has supported them by conducting online classes and distribution of pdf notes online.
- New staff member Dr.K. Prakash Narayana Reddy joined in the vacant post of Microbiology through APPSC Direct recruitment.
- Add on course certificates are distributed to the students by Dr.K.B.K. Naik, Principal (Ac).
- classes for sem-2 & 5 to be conducted regularly. Syllabus to be completed soon as the semester is running late due to pandemic situations.
- Blended learning to be followed in case of classroom is insufficient if the strength is more than 40.

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8/9/21

1-11-21

- New principal Dr. I. Vijaya Babu has taken charge in the place of retired principal Dr. V. Chandra Sekhar.
- mid semester Exam going to be held from 1-11-21 to 6-11-21.
- Special classes from 15-11-21 to 20-11-21.
- phase -1 allotment of seats for 1st year starts from 15-11-21.
- Second Vaccination drive is going to be conducted for students by Health Department in the campus. Covid-19 vaccine will be given at free of cost to the students and the staff. The HOD informed all the students who have taken the 1st dose to get ready for the second dose.
- HOD also assured to conduct online classes for those who will be raising fever after vaccination.

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10-12-2021

- Dr. Ch. Krishna, RTD, visited college on 2-12-21 and reviewed departmental achievements.
- An awareness programme on "National Education Policy 2020 and its Critique" in Association with All India Save Education Committee" - by Dr N. Chandrasekhar & S. Govinda Rajulu was organised on 7-12-21. The members of the department have attended the programme and participated in the debate.
- Alumni meeting is going to be held on 11-12-21. So need to inform all the passed out batches.
- Sem-2 & 5 exams from 15-12-21 to 23-12-21.
- Practical exams for sem-2 & 5 from 27-12-21 to 7-1-22.
- Phase-2 Allocation of seats 23-12-21 to 28-12-21.
- 1. Syllabus Completion Certificates:
IASE instructed to obtain syllabus completion certificates from every lecturer one week before starting the examinations.
- 2. Online classes for pending syllabus:
Departments yet to complete the syllabus advised to conduct online classes with the approval of the Head of the Institution.
- 3. Support for Semester End Examinations:
Heads of Departments and staff members instructed to provide support to the CoE by supplying model papers, blue prints etc.

4. Allocation of Digital classrooms to each stream
5. Resolved to have a seating plan room wise
Ensured that no students of the same subject will be seated on the same bench.
Decided to accommodate 2 students in each bench.

6. Examination Hall Guidelines

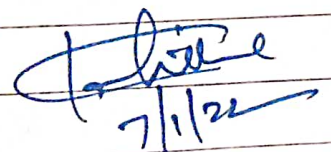
- Students must bring a photo bearing hall ticket duly attested by the class counsellor and a student ID card.
- Proper uniform is mandatory.
- Late comers will not be allowed into the examination hall.
- Students cannot leave the examination hall until 2.5 hours have passed.
- Students are allowed into the room at 8:20 AM.
- Cell phones are not allowed in the examination hall.
- Students should bring their writing pad and other examination materials (Scale, Pen etc).
- Staff should be present at least 30 minutes before the examinations.

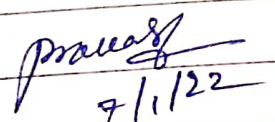
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07-01-2022

- An awareness programme on "Women Rights and Contemporary issues" was conducted on 22-12-2021 by REC and invited Jaha Aara, Sr. advocate to educate the girl students.
- An awareness programme on cybercrime was arranged by Women Empowerment cell on 30-12-21 and invited Rehmanis Begum to create awareness among girl students.
- D. Varaja Sri, student of B.Sc M.B.B.S.C passed got seat in M.S in cell and Molecular Biology programme at Grand Valley University, Michigan, USA. She expressed her gratitude to the department for supporting her during admission procedure.
- classes for sem-3 & 6 will commence from 19-1-22 i.e. after Pongal Vacation.
- Admission of 1st yr students need to monitored Any eligible candidate who seeks admission may be admitted in spot admissions.


7/1/22


7/1/22

21-2-22

~~An awareness programme at~~
~~Right~~

- B. Sravanthi, a taken over Research scholar has been allotted by the vice-chancellor, Andhra University to Dr. Ch. Lalitha under charge of Research Guide to complete the submission of thesis in the place of a retired Research Guide on 28-1-22.
- "DEEKSHA RAMBHU", a student induction programme (SIP) was organised on 5th February 2022 for the students of B.Sc Life Sciences stream. Dr. J. V. V. S. N. Murthy, former principal of the college has attended the programme as chief Guest and illuminated the minds of the students. Dr. Ch. Lalitha, as IQAC coordinator and HOD Microbiology & Biochemistry given certain information regarding the Autonomous System to the freshers. The orientation regarding Autonomous System, Curricular aspects, NEP-2020, semester end exam, CIA, Anti ragging, Code of Conduct, usage of LRC and importance of IQAC are the key aspects.
- Dr. K. Prakash Narayana Reddy recognized as AV TDR research guide on 8-2-22.

- All the department records should be updated Cluster papers for Semester - 6 to be chosen by the students under papers 7 & 8.
- All the semester-6 students must undertake project work for 100 marks.
- Students must be enrolled in FIVE course.
- A workshop on Intellectual Property Rights is scheduled to be held on 22-02-22 i.e; tomorrow in association with Patent Office Chennai in association and Commissionerate of Collegiate Education, Andhra Pradesh, Dr. Ch. Lalitha is the coordinator.
- Mid sem-1 for Sem-3 & 6 will be conducted from 28-2-22 to 3-3-22.
- In view of upcoming National Science Day on 28-2-22, all the students of Microbiology should be involved in the preparation of models and charts. Few students are interested in making live model of SEWAGE TREATMENT PLANT AS EXHIBIT ALONG WITH OTHER EXHIBITS AND MODELS.

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22-3-2022

- A webinar on "Awareness on Intellectual Property Rights (IPR)" by Patent Office Chennai in association with Commissionerate of Collegiate Education, Andhra Pradesh was organised on 23-03-22 by Dr. Chidambaram as coordinator of the College. Mrs. Lavanya Madhavi, NIPAM Officer delivered a lecture on Patent Rights. Sri V. Tilak, NIPAM Officer coordinated the programme. Total 1486 students and 76 staff from UG & PG have participated.

1. Syllabus to be uploaded on website
2. Faculty and academic profiles need to be ~~updated~~ and uploaded in the website.

- All class Counsellors are informed to motivate students to register on the National Career Service (NCS) portal by 14-03-22.

- Special classes were conducted from 14-3-22 to 18-3-22.

- On 16-3-22, the department of Microbiology observed National Immunization Day, organised rally with poster and placards to Anganwadi and Govt. Veterinary hospital near Maddilapalle. The staff and students of microbiology were actively participated in the rally and educated the importance of vaccines to the public.

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22/3/22

17-4-22

The staff and students of Microbiology visited CIFT and CMFRI, ICAR institutions, on 29-3-22, near beach road, Visakhapatnam. 60 students and 4 faculty members attended the industrial visit and observed the live projects carried out there. The students got awareness on the advanced equipment and practices of the institution. Dried fish proteins, cosmetics, capsules and other useful products made from fish by the scientists of CIFT are the main attraction over there. There vessels tanks for the culture and production of algae and fodder fish in CMFRI are the special attraction.

- NSS, NCC and RRC organized a Mega Blood Donation event on 12-4-22, contributing 165 units of blood to NTR & Rotary Blood Banks of Vizag. The students of Microbiology were actively involved in the screening of hemogram and helped the blood banks.
- Practical exams started from 4-4-22 and continue till 18-4-22.
- The COE announced the schedule for the 6th semester exams from 21-27th April 2022 and 1st & 3rd sem exams from 28th April to 5th May 2022. It was decided to celebrate the College Annual Day on 19-04-22.

within the college premises. So need to
inform the passed out toppers for merit
certificates and mementoes.

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17/4/22

passed
17/4/22

5-5-2022

- practical exams for sem-I are scheduled from 6-5-22 to 13-5-22.
- need to plan to conduct add-on course exam "Food Nutrition and Health Education" on 13-5-22.
- The department is participating in the DBT Star College scheme and given all the achievements and requirements to the coordinator.
- Any other requirements or updation of department to be listed out and added to the DPR.

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