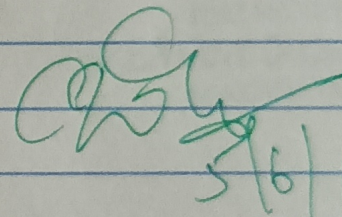


5.6.2018.

A Staff meeting was conducted on 05.06.2018, College Re-opening day to discuss various activities by the lecturers to take care of new admissions and all the departments updates the time table.

Action plan:

- update the time table
- Student attendance should be taken in online system.
- Maintained of records for student's assignment and Mid Exams also.

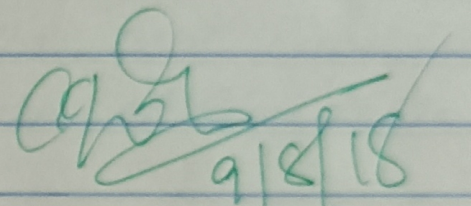

5/6/18
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9.8.2018

A Staff meeting was conducted at principal chamber and discuss college level activities like innovative and Best practice activities conduct each & every department.

Action plan

- Conduct Best practices.
- Maintain Staff Club.
- Maintain Records of Extra and co-curricular activities. etc - - -

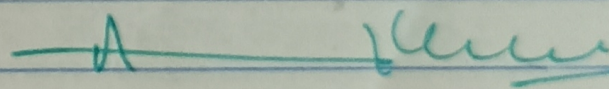

9/8/18
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9.11.2018

A staff meeting was conducted to discuss entire view of Academic year, and Syllabus.

Action plan

- All the staff inform to update the lesson plans, Annual plans, and teaching diary should be maintained.
- All the columns in the teaching diary should be filled.
- All the department update the new Time table for II, IV, VI Semesters with the help of Time table Committee.
- Maintained of ICT classes.
- Management of waste material should be innovative and best practices activity for this year.



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19.12.2018

A staff meeting was conducted to Guide lecturer about innovative and best practices, activity for this academic year.

Action plan:

- All the staff members to inform be ready for academic audit for this year.
- Academic Activities should be completed as early as possible and maintained files and records also.
- Every department suggested to focus on I, II, V Semester Results.
- Maintained youtube lessons for the students.

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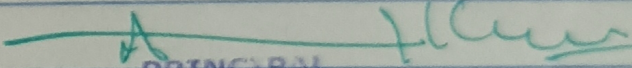
19.12.18

2.1.2019

A staff meeting was conducted to focus on completion of syllabus and project-work by the students.

Action plan

- * As per the instructions of A.P. Government all the faculty members and students participated in Jamma Bhoomi maa voru programme very actively.
- * Conduct of MID Exams.


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27.2.2019

A staff meeting was conducted to guide lecturers about the completion of syllabus.

Action plan:

- maintained of all records and files.
- prepared records which are pending
- conduct of practical examinations.
- prepared for academic Audit-

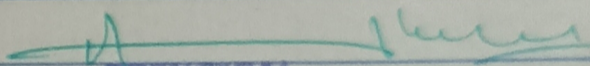
A. Kumar
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27.02.19

2.3.2019

A staff meeting was conducted to discuss various issues of our college.

Action plan:

- To be prepared for conducting II, IV, VI Semester Examination.
- Posting of Internal marks in ANU website in time.
- Posting of project-viva marks in ANU website.
- To be prepared block verification committee.


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