

Date: 10-6-2019

A staff meeting was conducted on 10-6-2019, college re-opening day to discuss various activities by the lecturers to take care of admissions all the departments update the time table.

Action Plan:

- * update the time table
- * student's attendance should be taken & maintained.
- * Maintained Remedial classes.
- * Maintained Bridge course

A. K. Keesar
10-06-19

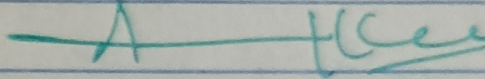
PRINCIPAL
SKBR GOVT. DEGREE COLLEGE
MACHERLA

Date: 17-8-2019

A staff meeting was conducted at principal chamber and discuss college level activities like innovative and best practice activities conducted each and every department.

Action plan:

- * Conduct Best practices
- * Maintained Staff club.
- * Maintained Records of Extra and co-curricular activities etc

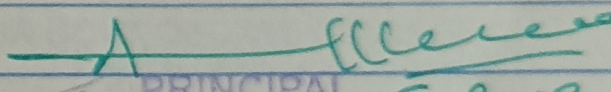

 PRINCIPAL 17.08
 SKBR GOVT. DEGREE COLLEGE
 MACHERLA

Date: 5.9.2019

A staff meeting was conducted to discuss entire view of academic year and syllabus.

Action plan:

- * All the departments update the new time table for II, IV, VI semester with the help of time table committee.
- * All the staff inform to update the lesson plans and annual plans teaching diary should be maintained.
- * All the columns in the teaching diary should be filled.

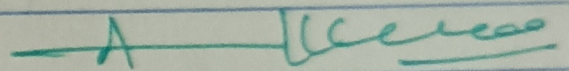

PRINCIPAL
SKBR GOVT. DEGREE COLLEGE
BACHERLA
05.09.19

Date: 8-11-2019

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

Action plan:

- * Maintained of ICT classes.
- * Maintained of LMS.
- * Every department suggested to focus on I, III, V Semester Results.
- * Conduct a meditation activity as best practices.



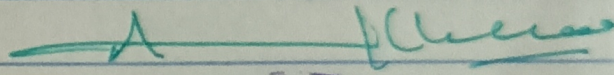
PRINCIPAL 08-11-19
SKBR GOVT. DEGREE COLLEGE
MACHERLA

Date: 7/1/2020

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

Action Plan:

- * Maintained of records for student's assignment and MID Exams also.
- * Maintained of student attendance in Bio-metric regularly.
- * Maintained of staff attendance in Bio-metric regularly.
- * Maintained records for participation and presentation of Research papers.

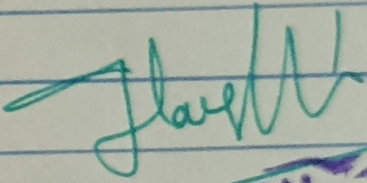

PRINCIPAL 07-01-2020
SKBR GOVT. DEGREE COLLEGE
MACHERLA

Date: 5/2/2020

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

Action plan:

- * Be prepared for academic audit.
- * Maintained of all records and files.
- * Conduct of practical examinations.
- * Celebrations of annual day function.
- * Celebrations of farewell day function.


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