

Minutes of the meeting of Department of English on
19-10-2021 at 4PM at English Department.

Members Present:- V.V. Subba Rao & V.V. Jyoti

Agenda: (1) To discuss the allotment of Disaster Management
(Skill Development course) to the department of English
to teach in semester I/II, if scan & if the students are
for the instructions of the Principal.

(2) Any other item

Resolutions on It is resolved to teach disaster management
(Skill development course) for II BA, II BSc & III BSc
students along with General English for III semester
as per the instructions of the Principal.

V.V. Jyoti

HOD

Department of English

Principal

Government Degree College
SEETHANAGARAM-533 837
EGDT(AFP)

21-12-2021 at 6 PM at English department.
Member Present:-

1) V. V. Subba Rao (V.V. Jir.)

Agenda :- (1) To arrange guest lecture initially in the first week of January, 2022.

(2) To conduct student seminars and Group-Discussion for II year students as per the Annual Academic Plan in the last week of December, 2021.

(3) To discuss the coverage of syllabus.

- Resolutions:
- (1) It is decided to arrange Guest lecture initially due to covid pandemic for II year students to enrich their subject in the ~~last~~ ^{first} week of January ~~secondly~~, 2022 as per the Annual Academic Plan, on "Soft Skills".
 - (2) It is decided to conduct student seminar and Group Discussion for second year students in the last week of December, 2021 as per the Annual Academic Plan.
 - (3) It is discussed more than 70% of syllabus was covered for second year students and 40% of syllabus covered to first year students.

V.V. Jir.

Asst

Department of English

Minutes of the meeting of Department of English on 18-02-2022 at 4 PM at English Department.

Members Present

(1) V.V. Jaisri - (C.V. Subbarao)

Agenda: (1) To celebrate International Mother Language Day on 21st February along with Department of Telugu.

(2) To discuss the coverage of syllabus.

Resolutions: (1) It is decided to celebrate International Mother Language Day on 21-02-2022 with the cooperation of Telugu department and conduct essay writing competition to the students on Mother Language Day.

- (2) It is discussed 100% syllabus was covered to III semester students and 80% syllabus was covered to I semester students.

PRINCIPAL
Government Degree College
SETHANAGARAM-533 287
E.G. District, (A.P.)

V.V. Jaisri
HOD
Dept. of English

Minutes of the meeting of Department of English on 08-03-2022 at 4 PM at English Department.

Members present.

(1) V.V. Jaisri - (C.V. Subbarao)

Agenda: (1) To conduct Remedial classes for IBA, IISem & IIRSem & academically poor students.

(2) To discuss the coverage of syllabus.

Resolutions: (1) It is decided to give remedial coaching for IBA, IISem & IIRSem students who are academically poor, it depends on the internal marks they score before exam. It is decided to start Remedial classes from 16-03-2022 to 24-03-2022.

- (2) It is observed that 100% syllabus was covered to I BA, IISem & IIRSem students and decided to start revision classes.

PRINCIPAL
Government Degree College
SETHANAGARAM-533 287
E.G. District, (A.P.)

V.V. Jaisri
HOD
Dept. of English

Minutes of the meeting of the Department of English on 06-04-2022 at UEM at Department of English

Member Present.

(1) V. V. Jella — C.V. Subba Rao

Agenda: (1) To conduct Remedial classes for IBA, IBS & IAT (Semester) academically poor students

(2) To celebrate English language day on 23rd April, 2022 by arranging a guest lecture and meeting.

Resolutions: (1) It is decided to give remedial coaching to ^{all} year students who are academically poor, it depends on their two more examinations marks they scored. It is also started to ~~start~~ ^{start} the classes from 11-04-2022 to 20-04-2022

(2) It is decided to celebrate English language day on 23-04-2022. The following events to be conducted on that day.

- (a) Grammar test to students
- (b) Guest lecture. The keynote person is Sant D. G. Subram Redd. English lecturer & Principal (P&T), A.D.C, S.M.M.
- (c) awareness meeting on the importance of English language and distribution of prizes to winners and participation to the chief guest.

Present

Government Degree College
SEETHANAGARAM-533 287

E.G. Director. (A.P.)

V. V. Jella

(V. V. Jella - RAO)

(P.T.)

repr. of English