

12th Nov

Suthanagaram

Departmental meeting held on 12th Nov. 2020 at 2:30 PM in the staff room

In attendance:

P. Kusuma Kumari

B. Chinnari

Discussions taken place with regard to paper allotment for the current semester of the academic year 2020-21 and plan of action for the conduction of online classes due to covid-19 pandemic.

- It is agreed to prepare timetable for online and offline classes.
- It is planned that classes would be conducted to I Semester and III Semester students as per the guidelines of CCE.
- It is agreed to share work load, which is excess till the guest faculty is engaged.

The following papers were allotted to the staff.

III Semester

1. Business Statistics - Smt. P. Kusuma Kumari
2. Banking Theory & Practice - Smt. B. Chinnari
3. Corporate Accounting - Smt. P. Kusuma Kumari

I Semester

1. Rural & Farm Credit - Smt. P. Kusuma Kumari
2. Goods & Services Tax - Smt. B. Chinnari
3. Cost Accounting - Smt. P. Kusuma Kumari
4. Central Banking - Smt. B. Chinnari
5. Business Leadership - Smt. P. Kusuma Kumari
6. Project work - Smt. P. Kusuma Kumari

1. P.K.K.

2. B. Chinnari

Commerce Department meeting held on 25th November
at 4 PM in the staffroom.

In attendance

Smt. P. Kusuma Kumari

Smt. B. Chinnari

Sri. G. Teji Babu.

→ It is agreed to allot papers to Sri. G. Teji Babu for
which were earlier shared by P. Kusuma Kumari
and Smt. B. Chinnari.

→ It is agreed to reframe the timetable as per the
new allotment of papers.

→ The following papers were allotted to Sri. G. Teji Babu
keeping the remaining papers as they were allotted
earlier.

III Semester

1. Corporate Accountant

IV Semester

2. Cost Accountant

3. Central Bank

1. GTS

2. B. Chinnari

3. G. Teji Babu

11/12/2020

Department Meeting held on 1st December 2020 at 4 PM in the Staffroom

In attendance

Smt. P. Kusuma Kumari

Smt. B. Chinnari

Sri. G. Teji Babu.

As per the instructions of Principal, it is resolved to adopt the following practices as part of quality improvement in the department.

1. The staff should be punctual to the college and to the class.
2. Quality time should be spent in the classrooms.
3. Mentor-ward system should be adopted & maintained.
4. ICT should be part of the teaching methodology.
5. Pedagogical strategies should be adopted in teaching.
6. Syllabus should be covered as per the teaching plan.
7. ~~Doors~~ code should be followed.
8. Classes are to be substituted during absence.
9. Staff should see that the class room decoration is maintained.
10. Staff should adjust the class in case of being late with prior intimation to the HOD and Principal well in advance.
11. Staff should take care of the property which they are in charge for.

1. GHS

2. B. Chinnari

3. G. Teji Babu

3/12/2020

Department meeting held on 3rd December 2020 at 4 PM in the staffroom to discuss & approve activities.
In attendance

Smt. P. Kusuma Kumari

Smt. B. Chinnari

Sri. G. Teji Babu

The staff met to discuss and approve various departmental activities to be conducted in the academic year 2020-2021.

The following resolutions made.

- To conduct an add on course in the area of marketing and Mrs. B. Chinnari would be in charge for the course.
- To conduct a field trip to SBI Seethanagararam in the III week of January.
- To conduct an industrial visit to Bhavayarni Industries, Samalkota in the II week of April.
- To conduct a commerce conference in the 4th week of May.
- To conduct an awareness programme on preterious courses for Intermediate CEC students at Govt. Junior college Seethanagararam. in the Ist week of February.
- To conduct a Faculty Development Programme "To write effective learning objectives using blooms taxonomy" in the III week of June.

- To provide internship programme for B.com III yr student under chartered Accountant in the month of June.
- To get in to an MoU with Industries for the purpose of student's project work.
- To encourage students to register and pursue MOOCs.
- To increase ^{usage of} IET tool in teaching, learning & evaluation process.

1. *[Signature]*

2. B. Chinn

3. A. J. B. — 3/12/2020

26-4-2021

Seethanagararam

26-4-2021 A.N session Commerce Dept నామలిపి 208808 బియ్యం - పట్టణం - పాఠశాల:

1. Commerce బియ్యం నామలిపి 208808 3 వ post పాఠశాల బియ్యం మరియు subject: K. Kusuma & Kamal B. Chinnari నామలిపి మరియు subject కిరాయి మరియు subject పట్టణం బియ్యం మరియు పాఠశాల పాఠశాల (పాఠశాల) J. Jesi Babu నామలిపి.

1. P. Kusuma Kumari → I year I semester Accounting - I

2. B. Chinnari → Business Environment

3. J. Jesi Babu → Business Organisation

II year III Semester IV Management & Insurance promotion

1. P. Kusuma Kumari → Business Statistics - III Sem
Income Tax - IV Sem

2. B. Chinnari → IV Entrepreneurship Banking -
Theory & Practice - III
Business Law - IV

3. J. Jesi Babu → Corporate Accounting - IV
Accounting for service
Organization IV

VI Semester

1. P. Kusuma Kumari → Marketing Tally
2. B. Chinnari → Auditing
Marketing of financial services
3. J. Jesi Babu → Management Accounting
Financial Services

II ~~IV~~ IV ~~VI~~ VI Corona subject Semester Changed

- I sem 1. P. Kusuma Kumari → Accounting - II
- I sem 2. B. Chinnari → Business Economics
- II sem 3. J. Jesi Babu → Banking & Theory practice

IV Semester

1. P. Kusuma Kumari → Income Tax
2. B. Chinnari → Banking theory & practice
MalkSO B.Sc. B.Com B.A. → Entrepreneurship
3. J. Jesi Babu → Accounting for service organisation

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I Semester Corona subject changed

1. P. Kusuma Kumari → Accounting → 2

2. B. Chinnari → Business Environment

3. J. Teji Babu → Business Organisation
 & management
 Insurance promotion & skill development

III Semester & IV & V

1. P. Kusuma Kumari → Business Statistics

IV Income Tax

2. B. Chinnari → ~~Banking~~ Banking theory &
 practice

IV Business Law

B.com B.Sc. B.A II year Entrepreneurship

3. J. Teji babu → Corporate Accounting

IV Sem → Accounting for Services Organisation

IV Semester

P. Kusuma Kumari Rural & Farm Credit

Madam → Business Leadership
Project work

B. Chinnari Mam → Commercial Geography
Goods & Service Tax

Cost Accounting
Financial Services

} J. Teji Babu Sir

B. Chinnari