

**GOVERNMENT DEGREE COLLEGE, JAMMALAMADUGU**  
**DEPARTMENT OF CHEMISTRY**  
**MINUTES BOOK**

Date: 07-06-2023

The Staff members of the Department are met in the department and resolved the following resolutions were made unanimously, to enrich our students and the department.

**1. Syllabus Distribution**

Updated syllabus for semester-II and IV Chemistry courses finalized and to be distributed to students.

**2. Course Planning and Allocation**

Division of teaching responsibilities discussed and course content, methodology, and assessment methods decided.

**3. Academic Calendar**

Academic calendar for the semester finalized according to Yogi Vemana University academic calendar, including important dates.

**4. Field Trips and Practical Training**

Field trips and practical sessions planned to enhance students' practical knowledge.

**5. Result Analysis**

Previous semester's results analysed; strategies discussed to support students needing assistance.

**6. Induction Programme**

Topics are taken for induction programme, which will be conducted for 1st year students.

**Conclusion:**

Decisions made during the meeting will contribute to the smooth functioning and academic excellence of the Department of chemistry at Government Degree College, Jammalamadugu.

SIGNATURE OF THE LECTURERS



**GOVERNMENT DEGREE COLLEGE, JAMMALAMADUGU**  
**DEPARTMENT OF CHEMISTRY**  
**MINUTES BOOK**

Date: 09-10-2023

The Staff members of the Department are met in the department and discussed some important issues and following resolutions were made to enrich our students and the department.

- Coverage of syllabus accordingly as mentioned in the annual plan.
- If the syllabus is not covered steps are to be taken to cover the backlog of the syllabus.
- Backward students are to be listed out and measures to be taken special classes
- Planned to every month one test is to be conducted on each paper.
- See that all students should participate in the tests without fail.

SIGNATURE OF THE LECTURERS



**GOVERNMENT DEGREE COLLEGE, JAMMALAMADUGU**  
**DEPARTMENT OF CHEMISTRY**  
**MINUTES BOOK**

Date: 25-01-2024

The Staff members of the Department are met in the department and resolved the following resolutions were made unanimously, to enrich our students and the department.

**1. Syllabus Distribution**

Updated syllabus for semester-II, IV and VI Chemistry courses finalized and to be distributed to students.

**2. Course Planning and Allocation**

Division of teaching responsibilities discussed and course content, methodology, and assessment methods decided.

**3. Academic Calendar**

Academic calendar for the semester finalized according to Yogi Vemana University academic calendar, including important dates.

**4. Field Trips and Practical Training**

Field trips and practical sessions planned to enhance students' practical knowledge.

**5. Result Analysis**

Previous semester's results analysed; strategies discussed to support students needing assistance.

**6. Induction Programme**

Topics are taken for induction programme, which will be conducted for 1st year students.

**Conclusion:**

Decisions made during the meeting will contribute to the smooth functioning and academic excellence of the Department of chemistry at Government Degree College, Jammalamadugu.

SIGNATURE OF THE LECTURES



**GOVERNMENT DEGREE COLLEGE, JAMMALAMADUGU**  
**DEPARTMENT OF CHEMISTRY**  
**MINUTES BOOK**

Date: 30-03-2024

The following resolutions were made to enrich our students and the department.

- Coverage of syllabus accordingly as mentioned in the annual plan.
- If the syllabus is not covered steps are to be taken to cover the backlog of the syllabus.
- Backward students are to be listed out and measures to be taken special classes
- Planned to conduct MID-I and MID-II exams and practical exams as per Y.V.University schedule .
- See that all students should participate in the tests without fail.
- It is planned to celebrate ozone day on September -16 in the college for all science students
- It is decided to CSP for semester –II students. short term internship for semester- IV students and Long term internship for semester –VI students.

SIGNATURE OF THE LECTURES

