



## **DEPARTMENT OF Zoology**

### **Minutes of The Meeting**

Date:03-06-2024

Dept of Zoology held staff meeting and discuss the following issues.

#### **1. Syllabus Distribution**

Syllabus for I, III & IV semesters Zoology courses were finalized and to be distributed to students and class work time table was also planed accordingly.

#### **2. Course Planning and Allocation**

Teaching responsibilities, course content, methodology and assessment methods were planed.

#### **3. Academic Calendar**

Academic calendar for the semester is finalized according to the guidelines of the affiliating Yogi Vemana University academic calendar.

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

Signature of The Lecturer



PRINCIPAL  
Government Degree College  
JAMMALAMADUGU



## **DEPARTMENT OF ZOOLOGY**

### **Minutes of The Meeting**

**Date: 05-09-2024**

The Faculty of the department besides the Principal met in the department and the following resolutions are approved.

- To review analysis of the results of the last year / semester examinations.
- To Probable dates for conducting I & II internal examinations are discussed and finalized. The due syllabus to be covered for the said exams is also finalized.
- To discuss the departmental activities seminars, Quiz, Guest Lecturer, Jam, Group discussion and Assign-----etc
- Review was done based on the results of the old semester examinations and steps to overcome the failures were discussed.
- Coverage of syllabus accordingly as mentioned in the annual plan.
- Steps are to be taken to cover the backlog of the syllabus if any.
- It is planned to conduct Mid-I, Mid-II Examinations and practical examinations as per Y.V. University instructions.
- Study material was distributed for the benefit of the students.
- It is also planned to conduct certain co-curricular and extracurricular activities in the Department.

**Signature of The Lecturer**

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## **DEPARTMENT OF ZOOLOGY**

### **Minutes of The Meeting**

**Date: 04-12-2024**

A meeting was held in the Zoology Department on 04-12-2024. The following resolutions were unanimously made to enrich our students and the department:

- To discuss the progress in the departmental activities
- Identification of slow and advanced learners
- To conduct the remedial coaching for the slow learners
- To coverage of syllabus
- Teaching responsibilities, course content, methodology, and assessment methods were planned.

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

**Signature of The Lecturer**

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## **DEPARTMENT OF Zoology**

### **Minutes of The Meeting**

**Date: 03-02-2025**

A meeting was held in the Zoology Department on 03-02-2025. The following resolutions were unanimously made to enrich our students and the department:

- Review was done based on the results of the odd semester examinations and steps to overcome the failures were discussed.
- Coverage of syllabus accordingly as mentioned in the annual plan.
- Steps are to be taken to cover the backlog of the syllabus if any.
- It is planned to conduct Mid-I, Mid-II Examinations and practical examinations as per Y.V. University instructions.
- Study material was distributed for the benefit of the students.
- It is also planned to conduct certain co-curricular and extracurricular activities in the Department.
- It is decided to update all departmental records in view of the upcoming NAAC.
- It is decided to celebrate National Science Day on 28th February, 2025.

**Signature of The Lecturer**

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