

2023-2024

72 MINUTES OF THE DEPARTMENT OF ENGLISH.

The Departmental meeting of English of SVKM's Dr. K.S. Raju Arts College, Penugonda was conducted on 08-08-2023 at 5 PM in the Departmental Under the Chairmanship of K. Sasi Kumar, HOD of English.

Members Present:

- ① K. Sasi Kumar.
HOD of English.
- ② P.Y. KRUPAVARAM,
Lecturer in English.
- ③ P. MALESWARI,
Lecturer in English.
- ④ K. L. PRATHYHA,
Lecturer in English.

AGENDA :

1. To prepare Departmental Timetable
- ② To Conduct Guest Lectures.
- ③ To distribute study material
- ④ To Assign Assignments

MEETING NO: 01.

73

08-08-2023

RESOLUTIONS:

- ① The Department of English has unanimously resolved to prepare the Departmental Timetable in consultation with the Departmental Committee and distribute it to work hand among the staff.
- ② It is unanimously resolved to arrange Guest Lectures by inviting eminent faculty from various Colleges as a part of faculty exchange programme.
- ③ It is unanimously resolved to distribute the study material of I & II Semester material for BA/BSc/Bcom/BBA students to prepare for Examinations.
- ④ It is unanimously resolved to assign Assignments to all the students to improve their Reading and Writing skills.

K. Sasi Kumar
K. SASI KUMAR, M.A., M.Phil.
Head of the Dept. of English
SVKM's Dr. K.S. Raju Arts & Science College
PENUGONDA - 534 320, W.G

73 MINUTES OF THE DEPARTMENT OF ENGLISH

The Departmental meeting of English of SVKP & K.S. Raju Arts & Science College, (B) Penugonda, was held on 28-08-2023, at 4:30 PM in the Department under the chairmanship of K. Sasi Kumar, HOD of English.

Members Present:

- ① K. SASI KUMAR.
HOD of English.
- ② P. Y. KRUPAVARAM.
Lecturer in English.
- ③ P. HALLESWARU.
Lecturer in English.
- ④ K. L. PRATHU LLA.
Lecturer in English.

AGENDA:

1. To prepare Department Timetable.
2. To distribute workload.
3. To implement Autonomous Syllabus.
4. To conduct Remedial & Bridge Courses.
5. To conduct Student Seminars.

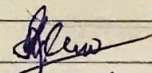
MEETING NO: 02

75

28-08-2023.

RESOLUTIONS:

- ① The Department of English unanimously resolved to prepare Departmental Timetable in consultation with Timetable Committee as per the Convenience of the Staff members.
- ② It is unanimously resolved to distribute the workload of the Department among the staff members.
- ③ It is unanimously resolved to implement the Autonomous Syllabus for I & II Semester Students of BA/BSc/B.Com/B.A.
- ④ It is unanimously resolved to conduct Bridge Course to Impart Students who cannot follow Vocational Courses and Remedial classes for Academically backward students.
- ⑤ It is unanimously resolved to conduct Student Seminars for I & II Semester Students to improve their Presentation skills.


(K. SASI KUMAR)
K. SASI KUMAR, M.A., M.Phil.
Head of the Dept. of English
SVKP & Dr. K.S. Raju Arts & Science College
PENUGONDA - 534 320, W.G.

The Departmental Meeting of English of SVKP & Dr. K. S. Raju Arts College (A), Penukonda, was conducted on 01-03-2024 at 4:30 PM in the Department under the Chairmanship of K. Sasi Kumar, HOD of English.

Members Present:

- ① K. SASI KUMAR.
HOD of English.
- ② P. Y. KRUPAVANAM,
Lecturer in English.
- ③ P. HALLESWARI
Lecturer in English.
- ④ K. L. PRAPHULLA.
Lecturer in English.

AGENDA:

1. To Complete the Syllabus in time.
2. To distribute the Study material
3. To Assign Assignments
4. To Conduct Student Session.
5. To Conduct MID/Internal Examinations

01-03-2024.

RESOLUTIONS:

- ① The Department of English has unanimously resolved to complete the semester syllabus in time for the benefit of the students.
- ② It is unanimously resolved to distribute the Departmental Study material to all the students and circulated in WhatsApp Group also.
- ③ It is unanimously resolved to assign the Assignments to all the students to strengthen them in the field of Writing & Reading.
- ④ It is unanimously resolved to conduct student seminars to enrich their presentation skills as well as to overcome stage fear.
- ⑤ It is unanimously resolved to conduct MID/ Internal Examinations to the Departmental students as a part of the continuous assessment in Academics.

(K. Sasi Kumar)
K. SASI KUMAR, M.A., M.Phil.
Head of the Dept. of English
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