Departmental meeting

08.08.2023.

As new academic year is going to be started and new lecturers have been joined in the Biology departments in the process of recently held transfers. The departments of Botany and Zoology have conducted a meeting together to discuss and make resolutions on the following aspects.

1. As the new academic year is at transition of 2 major subjects & Single Major i.e Botany. papers & unit wise allotment has been thought necessary.

2. To take a decision on Multidisciplinary (CO1) and skill courses (CO2)

3. conduct of CIA and extra and co-curricular aspects.

4. The following subjects are mandatory for Biology students in the I semester (allotment of the work may be reviews).

(a.) Introduction to classical Biology.

1 & 2 units – D. Rajasekhar, 3 & 4 units – Dr. M. Hanumanga Raju and 5 unit –

(b.) Introduction to applied Biology

1 & 2 units – Dr. Sk Mastan Vali, 3 & 4 B. Ashok kumar

5 unit – Dr. Sk. mastan vali and B. Ashok kumar.

Note: Dr. Sk. mastan vali has joined the department in the place of Dr. N.V. Ramana on 02.08.2023. The latter has been transferred to GDC, Darsi.

V. [signature]

SIGNATURES OF THE LECTURERS

1. M. Hanumanaik
2. [signature]
3. [signature]
4. [signature]

SIGN. OF THE PRINCIPAL.

Principal
K.R.K. Govt. Degree College
ADDANKI-523 201.
Bapatla Dist., (A.P.)

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DEPARTMENTAL MEETING

Date: 19.09.2023

Lecturers of the department Sri D. Rajasekhar and Dr Sk. Mastan Vali involved in a structured discussion and drew the following resolutions keeping soon coming NAAC peer team visit.

1. Student extend exams should be planned.
2. First year admissions should be improved by going door to door campaign.
3. organic farming should be started
4. Drip irrigation, Hugel beltar, aeroponics & Hydroponics units should be installed
5. Nursery Techniques certificate course should be started.
6. Innovative student assignments should be planned like
   - (a) Specimen preparation using plastic work bottles.
   - (b) campus gardening.
   - (c) compost preparation
   - (d) xeric gardening preparation.
   - (e) clean & green activities

Signatures of the Lecturers

1.
2.

Sign. of the principal.

Principal
K.R.K. Govt. Degree College
ADDANKI - 523 201.
Bapatla Dist.

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DEPARTMENTAL MEETING

Date: 19.12.2023.

The two lecturers of the department conducted department level staff meeting in the staff room and drew the following resolutions keeping the to be started 2nd, 4th semester and 1st and 5th semesters in the view.

1. I and V semester mid exams valuation and posting of CIA marks should be completed.
2. Report writing of departmental activities should be completed and attested by the IQAC co-ordinator & the principal.
3. As part of campaigning for the next academic year - department should visit the near by Jr. colleges and conduct warm up classes or remedial classes as per the permission of the colleges authorities.
4. coaching for admission into higher classes should be made part of regular classes and students should be encouraged to take running notes in a separate book.
5. Garden should be maintained by making edges around the plants, watering regularly, removal of rotten leaves etc;
6. organic leafy vegetables should be sold to the people at reasonable price & made money for maintaining the activity.
7. papers given for 2nd & 4th semesters should be distributed between the 2 lecturers equally

Semester	Title of the paper	Alloted to
4th semester	4. plant physiology & metabolism	Dr. SK. Mastan Vali
	5. cell biology, Genetics & plant breeding	D. Rajasekhar.
2 semester.	3. Non-vascular plants	Dr. SK. Mastan Vali
	4. origin of life and diversity of microbes	D. Raja Sekhar

SIGNATURES OF THE LECTURERS

1. (CO. RAJASEKHAR)

2.

SIGNATURE OF THE PRINCIPAL

Principal
K.R.K. Govt. Degree College
ADDANKI - 523 201.
Bapatla Dist.

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12.6.2023

The Dept. of English met in the Staffroom on 12.6.2023 to discuss the following aspects:

1. Syllabus coverage & CIA
2. Preparing the students for the External Examinations that are going to commence from 27th July 2023.
3. Admission Campaign to improve the I year admissions
4. If the CCE grants permission to Run the new course, ie, B.A - English Literature to motivate the students to opt for English Literature.
5. To update all the departmental Records as per the NAAC Criteria.
6. To conduct a certificate course on "Communication Skills & Soft Skills. from 26.6.23 - 10.7.23.

Dr. Shahnila Rani
I/C Dept of English

V. [signature]
Principal
K.R.K. Govt. Degree College
ADDANKI-523 201,
Bapatla Dist., (A.P.)

7.07.2023

The Dept. of English met in the Staffroom on 7.07.2023 to discuss the following aspects

1. To conduct Guest lecture on "Preparing for the Examinations" Keeping in view of forthcoming exams as well as competitive Examinations
2. Completion of certificate course on "Communication Skills & Soft Skills"
3. Update all the Departmental Records

Dr. Shahnila Rani

V. [signature]
Principal
K.R.K. Govt. Degree College
ADDANKI-523 201,
Bapatla Dist., (A.P.)

8.08.2023

The Dept. of English met in the staff room on 8.08.2023 to discuss about Academic matters, Time Table and division of classwork for the I & II Semester students. It is resolved to take up I Sem B.A & B.Com classwork by Dr. S. Dass and I Sem Sciences by Mrs. N. Shahsila Rani further II Sem Sciences by Dr. S. Dass and II Sem B.A & B.Com classwork by N. Shahsila Rani.

Skill course - "Communication Skills" classes has to be taken up by N. Shahsila Rani for I Sem Sciences, apart from English Language classwork.

It also discussed about Students' Activity based learning and motivate them to participate actively.

N. Shahsila Rani
I/c Dept of English

Principal
K.R.K. Govt. Degree College
ADDANKI-523 201,
Bapatla Dist., (A.P.)

11-09-2023

The Dept of English met in the staff room on 11-09-2023 to discuss about Records that have to be maintained by the Department as well as lectures wise.

It is resolved to observe National Education Day on 11th November, 2023 to commemorate the Birth Anniversary of the first Education Minister Maulana Abul Kalam Azad

It also discussed about the preparation for peer team visit as the SSR has pre qualified for Assessment

To conduct Essay writing & Elocution Competitions on account of National Education Day

N. Shakeela Rani
I/C. Dept. of English

Principal
K.R.K. Govt. Degree College
ADDANKI-523 201.
Bapatla Dist., (A.P.)

31.10.2023

The Dept of English met in the Staff room on 31.10.2023 to discuss about the NAAC peer team visit as the dates are announced on 17th & 18th November 2023.

It is resolved to prepare Dept. ppt to be presented to APCCE-NAAC Review.

To update all the pending records, & Beautification of the dept.

It further discussed about '21st Century Employability Skills' course - online course conducted by Wadhwani Foundation in partnership with APSCHE from 8th August 2023 to 30th Oct 2023

31/10/23

N. Shakeela Rani
I/C. Dept of English

Principal
K.R.K. Govt. Degree College
ADDANKI - 523 201.
Bapatla Dist.

22.11.23

The Dept. of English met in the staffroom on 22.11.23 to discuss the following points:

1. Successful Completion of NAAC on 17th & 18th Nov, 2023
2. Students efforts in the beautification of the department
3. Sem End Examinations - 28.11.23 & 14.12.23

It is resolved that extra classes have to be taken up for the students to compensate their involvement in NAAC Related works & prepare them well for forthcoming Exams.

It is further resolved that to present Oxford English Dictionaries to appreciate the efforts of the students who participated actively in various departmental activities conducted on various occasions and also for their active involvement during NAAC Related works, take up Remedial course for III Sems I Sem students.

N. Shashikala Rani
T/C Dept. of English

Principal
K.R.K. Govt. Degree College
ADDANKI - 523 201.
Bapatla Dist.

22.12.2023

The Dept. of English met in the Staffroom on 22.12.23 to discuss about Academic matters Time Table and division of Classwork for the II Semester Students as the Classwork Commences from 27-12-23.

It is Resolved to take up II Sem B.A & B.Com Classwork by Mrs. N. Shakeela Rani and II Sem B.Sc Classwork by Dr. S. Das. Further the Dept has Resolved to:

1. Sign MOU between the Dept. of English KRK Govt. Degree College and the Dept. of English Govt. Degree College, Darsi, So that there can be Academic Exchange, Guest Lectures etc.. for the Academic years 2024-2025 & 2025-2026.
2. Update all the departmental Records
3. Encourage Students to participate actively in Seminars, Group Discussion, Elocution, Debate and Quiz

N. Shakeela Rani
I/C Dept. of English

Principal
K.R.K. Govt. Degree College
ADDANKI - 523 201.
Bapatla Dist.

31.1.2024

The Dept. of English met in the staff room on 31.1.24 to discuss the following points:

1. Coverage of the syllabus and make the Students prepare for I Internal Exams that are going to commence from 19th February to 21st Febr
2. To conduct a Guest Lecture on "English Language & Literature - Career prospects" for all the U.G Students & Intermediate Students of in and around the colleges of Addanki
3. Admission Campaign to improve I year Admissions especially to motivate the interested Students to opt for B.A Literature course
4. To motivate the Students actively participate in 'Activity Based Learning'.
5. To encourage Students to improve Communication Skills and Soft Skills.

N. Shakeela Rani
H/c Dept. of English

V. [illegible]
Principal
K.R.K. Govt. Degree College
ADDANKI - 523 201.
Bapatla Dist.

15.2.2024

The Dept. of English met in the Staffroom on 15.2.2024 to discuss about the Guest Lecture and other Related points

It is Resolved to invite Dr. A. Nagesh, Lec. in English, GDC Darsi as the Resource person keeping in view of the MOU.

Further the Dept. has Resolved:

1. To Organize the Guest Lecture in collaboration with IKC and also Release a press note to bring awareness among the Students Regarding the Guest lecture on 22.2.24
2. To arrange an RTC bus for the Government Junior College Students to visit KRK Govt. Degree College and attend the Guest lecture, and also Briefing them about the degree courses that are Run in the Campus, especially about B.A Literature Course
3. To Organize a National Seminar in the month of June/July - 2024
4. Result Analysis for I & II Semesters
5. To Conduct Orientation on 'preparing Curriculum Vitae/Resume'.

N. Shamila Rani
I/C Dept. of English

V. P.

Principal
K.R.K. Govt. Degree College
ADDANKI - 523 201.
Bapatla Dist.

28.3.2024

The Dept. of English met in the staffroom on 28.3.2024 to discuss the following points:

1. Coverage of the Syllabus and make the Students prepare for II Mid and Semester End Examinations
2. Student Seminars, Study projects, Assignments and other CIA Related activities
3. To take up Remedial classes for Slow learners
4. Annual Day Celebrations - I & II prizes for the Students who participated actively in various departmental activities
5. Admissions Campaign - Focusing mainly on the B.A literature course, to motivate the Students opt for B.A English Literature

28/3/24

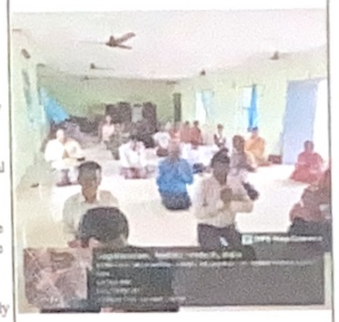
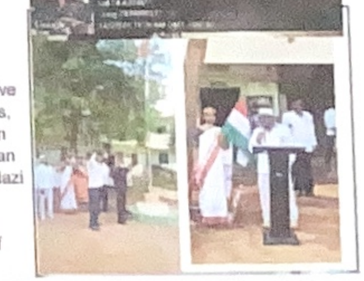
N. Shakuntala Rani
I/C Dept. of English

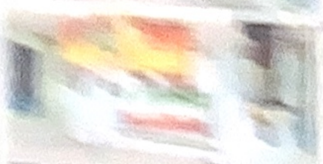
Principal
K.R.K. Govt. Degree College
ADDANKI - 523 201.
Bapatla Dist.

KRK Government degree College, Addanki, Baptla dist.,

Proforma for Departmental Activity Register

Name of the Department:HINDI

S.No	Date	Conducted through (DRC/JKC/ELF/NCC etc.,	Nature of Activity	Title of the Activity	Name(s) of the lecturer(s) involved	Details of Resource Persons (Name, Designation etc.,)	No. of students participated	Signature of the dept. in charge	Brief Report of the Activity	Remarks
1	24-06-2024	Department fo Hindi, & Cultural club	International Yoga Day	International Yoga Day 2024	All the Staff members and Students	Sri Shikhamani., Lecturer in Commerce, Dr.V.Prasad, Lecturer in Physics, Sri M.V.Satyanarayana, Lecturer in Hindi	45		Sri Katta ramakoteswara rao Government Degree College celebrated International Yogaday with great enthusiasm and participation from students and faculty alike. The event was graced by principal Dr.V.Mohanarao and featured various demonstrations by esteemed faculty members. Sri A.Shikhamani, Lecturer in Commerce, led the attendees through on invigorating session of various aasanaas and suryanamaskaras, showcasing the physical benefits of yoga nad its abilty to enhance overall well-being. Following this Dr V.Prasad Lecturer in Physics, demonstrated the techniques of Pranayama. He explined the science behind breath control and how it can significantly improve mental clarity and reduce streess. The event concluded with a seassion on Hartfulness mediatation, meditation, demonstrated by Sri M.V.Satyanarayana, lecturer in Hindi. He guided participants through the meditation process, emphasizing its importance for achieving inner peace and emotional balance. Principal Dr. V.Mohanarao expressed his gratitude towards the faculty for their insightful demonstrations and highlighted the importance of incorporating yoga and meditation into daily life for a healthier more balaced lifestyle. The event was a resounding success, leaving attendees inspired and motivated to continue their practice of yoga and meditation.	
	04-07-2024	Department fo Hindi, & Cultural club	Birh day celebrations of Manyam Wariyar Sri Alluri Seetaramarajau	Essey Writing and Drawing compitations	Sri.M.V.Satyanarayana, HoD Hindi, Dr.Ch.Anitha, HoD Telugu, Mrs.N.Sharmilaranai, HoD, English	Dr.Ch.Anitha, HoD Department of Telugu, KRKGDC, Addanki			The Katta Ramakoteswara Rao Government Degree College (KRKGDC), Addanki, celebrated the birth anniversary of the legendary freedom fighter, Alluri Sitarama Raju, with great enthusiasm. The event was marked by various competitions including essay writing, debate, and drawing, aimed at inspiring students and remembering the contributions of Alluri Sitarama Raju to India's freedom struggle. Students actively participated in these competitions, showcasing their talents and knowledge. The college faculty and staff were present, encouraging the students throughout the event. At the conclusion of the celebration, prizes were distributed to the winners, recognizing their efforts and dedication. The event highlighted the importance of remembering freedom fighters and instilling patriotic values among the younger generation.	
	12-07-2024	Dept.of Hindi DKW, Nellore	BoS meeting	BoS meeting for Hindi	Sri M.V.Satyanarayana, Dr.S.Surendra, A.Babunaik, D.Raghavarao	Dr.S.Surendra, HoD, Dept. of Hindi, DKW, Nellore			A meeting held for Board of Studies in Hindi for the Academic Year 2024-25.It is scheduled at 11 a.m. on 12-07 -2024 at the Department of Hindi, D.K. Govt. College for Women (A), Nellore and discussed the agenda and passed unanimously. 1. Discussed and approved ofthe Scheme and Syllabus for I & III Semesters.2. Discussed and approved of the scheme and Syllabus for ce(ificate course and value-Added Course.3. Blue print and question paper pattern 4. Model question paper 5. External and Internal Scheme ofExamination 6. Course Outcomes, Programme Outcomes, Programme Specific Mapping and other related issues approved.	
	15-08-2024	NCC and Cultural club	National importence day	Independence Day	All the Staff members and Students	Hazi Moulali, Industrialist.	78		On August 15, 2024, Sri Katta Ramakoteswara Rao Government Degree College (KRKGDC), Addanki, celebrated India's 77th Independence Day with great enthusiasm and national pride. The event witnessed active participation from students, faculty, and esteemed guests, creating a vibrant atmosphere of patriotism and reflection on the sacrifices made by freedom fighters.The day began with the hoisting of the national flag by the chief guest, Hazi Moulali, accompanied by the college principal, Dr. V. Mohanarao, and other dignitaries. The college campus echoed with the national anthem, followed by a series of cultural performances, patriotic songs, and speeches.	



	13-09-2024	Department of Hindi and inclusive centre	National importence day	Hindi Day	All the Staff members and Students	Mr.R.Saidaiah, Bank Manager, ICICI Bank, Addanki	45	
	28-09-2024	Cultural club and IQAC	Freshers Day	Conclussion of Induction training	All the Staff members and Students	Dr.V.Mohanarao Principal and teachinng staff	94	

Sri Katta Ramakoteswara Rao Government Degree College (KRKGDC), Addanki, marked National Hindi Day on 14th September 2024 with a grand celebration, highlighting the significance of Hindi as the official and national language of India. The event was graced by Sri R. Saidaiah, Manager of ICICI Bank, as the Chief Guest, and presided over by Dr. V. Mohanarao, Principal of KRKGDC, who acted as the Chairman of the event. Dr. V. Mohanarao, in his keynote address, emphasized the importance of learning Hindi, pointing out the numerous benefits it brings to individuals in both personal and professional spheres. He highlighted Hindi's crucial role as a unifying force across India's diverse linguistic landscape. Dr. Mohanarao also explained that, as the official language of India, Hindi fosters communication across regions and promotes national integration. He encouraged students to appreciate the language not only as a medium of communication but also as a key element of India's cultural identity.

Sri Katta Ramakoteswara Rao Government Degree College (KRKGDC), Addanki, organized a vibrant and memorable Fresher's Welcome Party, coupled with the conclusion of the induction training program for the newly admitted students on 28th September, 2024.. The event aimed to provide a warm welcome to the freshers while also offering essential guidance as they embarked on their academic journey.The program commenced with a formal address by the college Principal, Dr. V. Mohanarao, who is also the Chairman of the event. In his speech, Dr. Mohanarao extended his heartfelt welcome to all the newly joined students and emphasized the importance of dedication, discipline, and enthusiasm in their educational pursuits. He also expressed his hopes for the students to grow both academically and personally, fostering a sense of unity and cooperation.

(* Brief Report of the activity has to be prepared along with evidences(Correspondence, Objectives, Description, Outcome, Photographs, Paper Clippings, Student Feedback etc). All activities have to be recorded and the serial no of the activity has to be mentioned on the report of the activity.) Principal signature has to be taken after every month

14/7/23

The staff members met in the department and resolved the following points

* As per the instruction of CCE, AP for this year ~~BS~~ it is proposed to start B.Sc Zoo as minor subject

* To start the proleen of admission with other scieve departments.

* In the genral transfers Dr. K. Bhanu prakash of zoology department is transfered to G.C.W(A), Guntur as per CCE orders. He will join there within one (or) two days.

* It is resolved to conduct result analysis, to see the student internship & CSP programms.

* work load for this year is shared as following

B.P -

B.A.K -

Dee-incharge

The staff mem
and discu

1. Dr. K. Bhan
Guntur and
joined in

2. It is re
- Minors and

3. TO faste
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time.

4. TO condu

5. TO prepa

1 M HR
2

10/8/23

The staff members met in the department and discussed the following issues.

1. Dr. K. Bhanu Prakash is transferred to G.C.W.B, Guntur and in that place Dr. M. Hemanth joined in this college on 3-8-23.

2. It is resolved to increase the admi - ssions and to make phone calls.

3. TO fasten the : status of CSP projects of the 3rd sem students and to see that the projects may complete with in the time.

4. TO conduct the classes for final years.

5. TO prepare as per the workload allotted.

=

1 M.H.R

2

Dept incharge

16-10-23

The staff members met in the department at 12 noon and resolved the following issues.

(1) TO see that classes will be taken as per the time table

(2) TO see the first year admissions as per the norms

(3) TO prepare the records to NAAC and to beautify the labs

(4) TO see the students may complete the project & assignments

(5) TO conduct Internal exams to the 2 & 3rd year students and post in the registers.

(6) TO conduct practical & Theory classes regularly and to find the regular attendies by

=

1. H.H Ram

2

Distribution during the follow.

paper

unit -

II

III

TO M

P

16-10-23

Distribution of various papers to be dealt during the coming semesters are decided as follow.

B.Sc (Hons) Zoology minor

Paper - I - Introduction to clonical biology

I B.Sc

unit - III :- Essentials of Zoology - Sem I

II B.Sc — SDC - Poultry Farming Sem III

III B.Sc — 6A - Sustainable aquaculture V Sem management

TO M. Hanumantha Raju —— MHR

Paper-I — Introduction to clonical biology

unit-4 - cell biology, Genetics & Evolution — Sem I (at minor)

II B.Sc - cell biology, genetics — Sem II

III BSc — Fish processing — V Sem

TO B. Ashok kumar —

20-12-23

The two staff members met in the dept. and resolved the following issues.

(1) To complete the syllabus with the time and to prepare the students for examinations

(2) To conduct all intend exams and to do extra circulcular activities as usual

(3) The distribution of classes & papers for the comig year & semesters as follows.

(A) paper-II - Animal diversity invertebrates
Sem - II

(B) Practical classes - paper-IV - Animal physiology, Cellular metabolism & Embryology

To Dr M. Hemamantha Raju P-II - Immunology & Animal Biotech

Theory classes

paper-IV - Animal physi. Cellular meta. & Embryology

paper-V - Immunology & Animal Biotech

To Sr. B. Ashok Kumar —

2023-24

2023-24

127

23-1-24

The staff members met in the department and resolved the following issues,

(1) To complete the syllabus and to prepare the students for the coming mid and sem examinations

(2) To conduct class room seminars, circular activities

(3) Stress is to given to the final year students to see that the students must come regularly and the absentees are identified

(4) The final years will go to internship in the next sem i.e VI sem

(1)

(2)

22-3-24

The staff members met in the department and resolved the following issues

① TO complete the syllabus as per the schedule time.

② The absentees are identified and ask them to be regular to the classes.

③ TO increase the student admissions in the coming time.

④ TO enquire the internship schedule of the final year students who are at Ravi Seeds.

⑤ The final year students are informed to prepare the notes at their work place and to submit after the completion

⑥ TO conduct student Seminars and depth activities regularly

(1) MHRC

(2)

The staff mem
and discuss

① The college
on 30-3-24.
principal
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of II & III
their acade

The follo
awards a
prizes

III year (II Sem
1) Sri Shaik Ishwa
I priz

2) Sri K. Durga pr
II pri

II year II Se

I prize
1) Ku. M. Poojit

2) Ku. P. Priyan

(1) MHRC

TO
ANU Exam d

II Sem - 8-4-
II Sem - AKU
18-4-24

28-3-24

The staff members met in the department and discussed as following

① The college annual day will be celebrated on 30-3-24. It is decided today in the principal's meeting.

so it is decided that the to merit students of II & III year (outgoing students) basis on their academic performance.

The following students will be given cash awards on the annual day (Rs 1000/- each)

prizes for the academic year 2022-23

III year (V Sem) Total Marks percentage

(1) Sri Shaik Ismail (BZC) 358/450 = 79.56%
I prize

(2) Sri K. Durga prasad (BZC) 349/450 — 77.56%
IInd prize

II year IV Sem

I prize

(1) Ku. M. Poojitha — 280/300 = 93.33%.

(2) Ku. P. Priyanka — 257/300 = 85.62%.

Tentative

ANU Exam dates

IV Sem - 8-4-24

II Sem - AKU
18-4-24