

The Staff members of Dept. of Bio-chemistry Smt. Syed Vazeeda Tahaseen and Dr. Jyotsna Kumari met today i.e. on 18/1/16 in the Department of Bio-chemistry and discussed about the progress of the students and the programmes done after 8/1/15 and resolved to conduct the following

- 1) Conducted field-trip to KCP Sugars & Bio-fertilizers, Vuyyuru successfully on 6.1.2016.
- 2) Conducted Term II exams and entered the marks in internal marks register.
- 3) Prepared quiz questions and resolved to conduct quiz in this month.
- 4) Resolved to conduct Bio-chemistry Expo programme and Awareness programme to Inter students to increase the admissions during the coming year 2016-17.
- 5) Resolved to revise the syllabus by taking individual care of the students.
- 6) Entered the I Semester marks in the university marks register.
- 7) Conducted students Seminars as resolved in the last month meeting.
- 8) Resolved to arrange Guest Lecture to our students in this month.
- 9) Resolved to conduct remedial classes to weaker students.

Sd. V. Tahaseen

① Sd. V. Tahaseen
18/1/16

② Jyotsna Kumari
18/1/16

17/06/2016

Meeting No: 09

College is re-opened on 15/06/16.

The staff members of Dept of Biochemistry, Syed Vaziha Tahaseen and Dr. I. Jyothsna Kumari met today i.e on 17/06/16 in the Dept of Biochemistry and results for 2015-16 academic year were discussed.

Paper III - 77.8%

Paper IV - 100%

Paper II - ~~95~~ 45%

Paper I -

W&K distribution for this academic year 2016-17 is discussed. It is resolved to take remedial classes for the students who are appearing for supplementary examinations. It is resolved to take steps to improve the admission number in to M.B.C course. It is resolved to concentrate more on NAAC preparation. It is resolved to admit 10th year students into massive online courses and resolved to continue Smt. Y. Ratna Kumari as lab attender and to pay remuneration to lab attender from 01/07/2016 to the last instruction day. It is resolved to purchase new refrigerator for the department.

W
17/6/16

① Sd. V. Tahaseen
17/06/16

② J. Thuman
17/6/16

Meeting No: 2

The staff members of Bio-chemistry met in the dept. of Bio-chemistry and discussed about various steps to be taken by the Dept.

- 1) It is resolved to continue the Health Care club, this year also.
- 2) It is resolved to conduct remedial classes to II B.Sc students who have Biochemistry as backlog & also I semester backlog students also.
- 3) It is also resolved to conduct a state level seminar in co-ordination with Zoology Dept. in the month of July, 2016.

1) S. V. Balaseen
23/6/16

W
23/6/16

2) J. L. Mani
23/6/16

Meeting No. 3

1.7.2016

The staff members of Bio-chemistry met in the Dept. of Bio-chemistry and resolved to conduct state level seminar on 19.7.2016 in coordination with zoology Dept. on "Molecular & Bio-chemical insights in Aquaculture"

W.S.
11/7/16

1) S.V. Gahasee
11/7/16

2) S. Suman
11/7/16

1.9.2016.

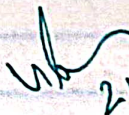
Meeting No. 4

The staff members of Bio-chemistry met in the Dept. of Bio-chemistry and resolved to conduct the following.

- 1) Resolved to motivate students to join in CMLT, DMLT and ADMLT courses. (COPMLT courses)
- 2) Resolved to conduct unit Test II & III papers
- 3) Resolved to conduct I-Internal Exam to I semester students on 7.9.16.
- 4) Resolved to conduct Field Trip to Milk price
- 5) Resolved to conduct Quiz programme.
- 6) Resolved to conduct another guest lecture (if possible)
- 7) Resolved to continue Health care club activities

1) Sd. V. Dalavari

1/9/16.


2/9/16

2) J. Thuman

1/9/2016.

Meeting No. 5.

The staff members of Bio-chemistry met in the Dept. of Bio-chemistry and discussed about autonomy of the college and resolved to try for autonomous as it has many benefits over affiliation to the university. We can frame the syllabus for the benefit of the students and to the present needs of the society by this group & to get good job opportunities.

1. Sd. V. Dalavari

2. J. Thuman

Meeting NO: 5

1.10.2016

The staff members of Bio-chemistry met in the Dept. of Bio-chemistry and resolved to conduct the unit Test to III B.Sc students

As the Autonomous Committee is going to visit the college, it is resolved to modify the syllabus to 20-30%. ~~As it is to be modified~~ As it is to be modified for the present need of the industries, and the reputation of the syllabus in microbiology and Biochemistry combination. It is resolved to modify ~~for~~ some topics.

Modifications. — Semesterwise.

Semester I

Unit I : Deletions.

Ion-selective electrodes, & oxygen electrodes.

Unit III : — Behaviour of amphipathic lipids in water.

~~semes~~ Unit IV :

Naturally occurring peptides: Glutathione, Enkephalin

Additions.

UNIT III : —

Transport through biological membranes.

Additional Inputs : —

Behaviour of amphipathic lipids in water.

Semester II

Unit I : Deletions

Reassociation kinetics, CoT curves, and their significance.

Unit III: - Addition.

Determination of molecular weight by sedimentation velocity & sedimentation equilibrium methods.

Unit IV: - Addition.

Bio-statistics, Isoelectric focussing

Unit V: - Deletion.

Techniques employed in metabolic studies.

Semester III No modifications.

Semester IV

Unit I: - Deletions

Disorders of carbohydrate metabolism.

Additions

Inborn errors of carbohydrate metabolism.

Unit II Addition.

Inborn errors of lipid metabolism.

Unit III Deletion.

Biosynthesis and Degradation of Heme.

Semester V Deletion in practicals

- ① Estimation of Ca by Titrimetry.
- ② Estimation of Fe by Wong's method.
- ③ Determination of Iodine value of an oil.

Semester V : 502.

Elective Theory :

Chapter III : Viral diseases HIV addition.

Semester VI :

Micro Biology ^{Part} is deleted in (Unit I deleted).

Unit II Deleted.

Addition:

Unit I : Recombinant DNA Technology.

Unit IV is ~~merged in~~ altered. Σ From the syllabus of Bio technology Semester VI syllabus is introduced as Semester VI syllabus of Biochemistry.

=

S. V. Balaseen
1/10/16
J. Kumaran
1/10/16.

Handwritten signature/initials.

5/01/2017

Meeting No: 7

The staff members of Bio-chemistry met in the Dept of Bio-chemistry and resolved to

① Conduct Nutrition and Health Care Certificate course classes and complete it.

② Prepare for pre-final Examinations (Final year)

③ Get them (final year students) ready for practical examinations.

④ Discussed about the results and resolved to improve to get more results in the coming semester end examination.

⑤ To purchase chemicals for smooth running of practicals

Results obtained.

Semester III	93.3%	14/15
Semester I	81.25%	13/16

Semester III First mark 100/100

Semester I First mark 90/100

Chemicals to purchase: -

① Blood grouping kit

② Serum clinical factory Analysis kits

③ chromatography paper.

Costs approximately 4500/-

Sd/ V Talase
Heumani

Principal
5/1/17

Principal
SRR & CVR Govt. COLLEGE
HJAYAWADA.

Meeting No: 8.

22/03/17

Staff Council meeting was conducted in Conference hall on 22/03/17, for Autonomy functioning from the next academic year.

Academic Council was formulated in which principal as chairman, and departmental heads and 4 senior faculty members were nominated. from BA - N. John Sukumar garu, Bcom - B. pratma B se - Dr R. Rameswari garu and from Language K.R.G. Seslu Kumar garu were nominated, and Dr. Givenkata Rao garu appointed as Member Secretary.

Recommended Composition of the board of studies and its functions in autonomous College

1. Composition.

1. Head of the department concerned (Chairman)
2. The entire faculty of each specialization
3. Two experts in the subject from outside the college to be nominated by Academic Council.
4. One expert to be nominated by the vice-chancellor from a panel of six recommended by the college principal.
5. One representative from industry/corporate sector/ allied area relating to placement
6. One post graduate meritorious alumnus to be nominated by the principal. The Chairman Board of studies may with the approval of the principal of the college

- (a) Experts from outside the college whenever special courses of studies are to be formulated.
- (b) Other members of staff of the same faculty.

II Term:-

The term of the nominated members shall be two years.

- ### III
- The principal of the college shall draw the schedule for meeting of the board of studies for different departments, the meeting may be scheduled as and when necessary, but at least once a year.

Sd/- V. Balasubramanian

W/ 2/11/17

BOS Suggested Modifications 18/04/2017.

- ① Syllabus for Sem I and II was approved for the academic year 2017-18.
- ② KRU New CBCS syllabus already introduced was adopted by autonomy of unit 1.
- ③ unit 2 Ion selective electrodes, oxygen electrode concepts were replaced with only biological relevance of pH.
- ④ In naturally occurring peptides specific importance is given for one peptide - glutathione, and enkephalin was deleted.
- ⑤ unit 5.
Instead of sequencing of proteins the topic title changed as determination of amino acid composition of proteins.

Meeting No-1

4/07/2017

The staff members of department of biochemistry (My self) met with the principal in principal chamber and resolved the following to be done.

1. To request for the allotment of lab attender as the previously working Y. Ratnakumari has resigned.
2. To request for a guest faculty as there is 26 hours work/week and additional work MLT - Cop course.
3. Resolved to increase the strength of admissions in to the 1st B.Sc M.B.C.
4. Resolved to prepare Academic schedule for 1st, 3rd & 5th semester and distribute to the students.
5. Resolved to issue Certificates of internship programme for the students who done internship at Andhra hospitals in Summer.
6. Resolved to purchase chemicals for bacterial culturing to start project work.

Sd. V. Akshay

Meeting No: 2 :

04/09/2017

A meeting of Department of biochemistry was conducted on 4/9/2017 at 12:30 pm. in biochemistry Lab.

The following members are present :

1. Sd. V. Tahaseer : Incharge dept of Biochemistry
2. Dr. K. Srinivas : Incharge dept of Chemistry
3. D. Jyothi : Incharge dept of Microbiology

Agenda: To appoint ChAVali as guest faculty to teach Biochemistry and Microbiology UG classes

Resolution: - It is resolved to engage the services of KAVARI ChAVali, as guest lecturer to teach biochemistry and microbiology UG classes on hourly basis with a payment of Rs 100/- (hundred rupees) per hour with a maximum remuneration of Rs 7200/- (seven thousand two hundred only) per month with effect from 4/09/2017. with the ^{same} content taken from the principal.

The work load allotted to the guest-faculty is 3 hours in Biochemistry } total - 14
6 hours in Microbiology }
which may increase in the next semester due to cluster system.

Convenor: Sd. V. Tahaseer (Sd. V. Tahaseer)

Member ✓

Member ✓ D. Jyothi

PRINCIPAL
SRR & CVR GOVT. DEGREE COLLEGE
(Autonomous)
Machavaram, VIJAYAWADA - 520 004

Meeting No: 3

16/11/2017

A meeting in the department of biochemistry was conducted on 16/11/2017 at 2:00pm in the biochemistry lab

The following members are present.

1. Sd. V. Talaseen : Incharge dept of Biochemistry
2. D. Jyothi : Incharge dept of Microbiology

Agenda - To appoint Guntori pravallika as guest faculty to teach biochemistry UG classes.

Resolution : - It is resolved to engage the services of Kumari G. pravallika as guest lecturer to teach biochemistry in CBCS system on hourly basis with a payment of Rs 100/- (Hundred rupees only) per hour with a maximum remuneration of Rs 7200/- (Seven thousand two hundred only) per month with effect from 16/11/2017, with the same content taken from the principal.

The work load allotted to guest faculty is 16 hours / week

Convener : -

Sd V. Talaseen
(Sd. Vaziha Talaseen)

Member : -

D. Jyothi
(D. Jyothi)



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SRR & CVR GOVT. DEGREE COLLEGE
(Autonomous)
Machavaram, VIJAYAWADA - 520 004.

Meeting NO: 4.

A meeting in the department of biochemistry was conducted on 5/03/2018 at 3:00 pm.

The following members are present

- ① Sd.V. Tahaseen - Incharge dept of biochem
- ② G. pravallika - Guest faculty.

Agenda: -

- planned to conduct Board of studies meeting on 9/03/2018.

planned to send invitation letters to BOS members to visit the department on that day.

Few modifications are made in Ist & II semester syllabi that in in paper-1 - (Biomolecules)

paper-2 (Nucleic acids & biochemical techniques)

in Ist SEM - pKa of functional groups in biopolymers

Lipoprotein measurement of pH, Glucosaminoglycans are deleted

in II sem - Stability - effect of acids & bases and nucleases on, Methods of tissue homogenization are deleted

III Sem :- Enzyme assay, Covalent modification

IV Sem :- Elongation of fatty acids in mitochondria and microsomes Metabolism of leucine, medicine, utilization of nitrate ion.

As per the above modifications syllabus is prepared to present before BOS committee.



x Sd.V. Tahaseen
x G. pravallika

Meeting No-1.

A meeting in the department of biochemistry was conducted on 21/06/2018 at 3:00 pm.

The following items were included in agenda.

- 1) Result analysis
- 2) Remedial coaching.
- 3) Work load sharing, time-table.
- 4) University BOS & discussion of paper V & VI syllabus
- 5) Lab cleaning - on regular basis - allotment of staff.
- 6) Tube lights provision in the department. (scavenger)
- 7) Distilled water plant - fixing to wall & Resolved to continue the services of Gi-pravallika as guest faculty from 18/06/2018.

Result Analysis For Semester VI the results were 88% and 100% for paper VII & VIII A - and VIII B & C paper results were also 100%.

For Semester IV the result was 58% and Semester II 50%.

Students, more than 6 members who got nearly 20 marks were asked to apply for reevaluation. From August - 1st week Remedial coaching planning must be planned to increase the pass percentage.

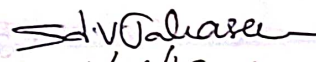
Workload There are total 29 hours of workload exists for both theory & Lab. Paper V & paper VI theory papers, Labs and paper III & I Labs are allotted to Sd. V. Tahseen garu, Paper I & paper III all practical lab assistance is allotted to Gi-pravallika garu, guest faculty.

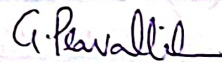
As Biochemistry BOS chairperson Koushika University, in the coming BOS meeting certain modification to be done in paper V, VI, VIII & class room

It is requested to principal sir to allot Lab assistant only at least for cleaning in the morning shift / evening shift
 • Requested for provision of tube lights in the staff room.


 Principal :

PRINCIPAL
SRR & CVR GOVT. DEGREE COLLEGE
 (Autonomous)
 Machavaram, VIJAYAWADA - 520 004.


 S.V. Balasa
 21/06/18


 G. Ravallil
 21/06/18

Meeting No: 2

18/06/2018

A meeting in the Department of Biochemistry was conducted on 16/06/2018 at 2:00 PM in the Biochemistry lab.

The following members are present.

1. Sd. V. Tahaseen : Incharge Department of Biochemistry.
2. D. Jyothi : Incharge Department of Microbiology.

Agenda: To appoint Guntur. Pravalika as guest faculty to teach Biochemistry U.G. classes.

Resolution: It is resolved to engage the services of Kumari G. Pravalika as guest lecturer to teach Biochemistry in CBCS system. On hourly basis with a payment of Rs. 100/- (One hundred Rupees Only) per hour with a maximum remuneration of Rs. 7200/- (Seven thousand two hundred Rupees Only) per month with effect from 16/06/2018 with the same content taken from the principal.

The work load allotted to guest faculty will be 6 hours per week.

Convened by

Sd. V. Tahaseen

(Sd. V. Tahaseen)

D. Jyothi

Principal
SRR & CVR GOVT. DEGREE COLLEGE
(Autonomous)
Machavaram, VIJAYAWADA - 520004.

Meeting No: 3

05/12/2018.

A meeting in the Department of Biochemistry was conducted on 05/12/2018 at 3:00 PM in the Biochemistry lab.

The following members are present.

1. Sd. V. Tahaseen : Incharge Dept of Biochemistry.
2. G. Pravalika : Lecturer in Biochemistry.
3. P. Swathi.

Agenda: To start a certificate course in Medical Coding.

As the Medical coding training programme is a job based need for the students of Biochemistry. The members in the department with the permission of honorable principal Sd. V. Velaga Joshi approved to start medical coding programme from 10/12/2018 to 08/10/2019. The actual fee for the course is around 8000/- in the market but by the collaboration with VAKIE Institute of technology, Vijayawada for Govt. College students the fee was reduced to 4000/- each student. Course Material and Certificate presentation must be done. The computer lab is utilised for the commencement of the course.

Sd. V. Tahaseen

G. Pravalika

P. Swathi

Principal.

BOS Resolutions - SEM V. 19/02/2019

Suggested Modifications Paper VI - Molecular biology
& DNA technology

Addition

Unit - 1 : Concept of gene introduced

Addition

Unit - 2 : Introduction to post translational
Modifications as Hydroxylation, glycosylation
& acetylation

Modification

Unit V : Applications of gene cloning is specified for
production of insulin and growth hormone
production
and BT cotton & golden rice

Paper V - Immunology & Endocrinology

Addition

Unit - 1 : Immune response is added

Unit III

: Antigen Antibody reactions limited to
Agglutination, precipitation, ELISA & RIA
(Complement fixation is not included as
students are not aware of complement
system)

Unit V

: Hormones of reproductive system permitted
to only Estrogen & progesterone

✓ S. D. S.

✓ E. Sauri

Meeting No: 1

12/06/2019

College is reopened on 12/06/2019. The staff members of Department of Biochemistry Syed Vajima, Rabeen and G. Pravalika met today on 12/06/2019 in the Department of Biochemistry and results for 2018-19 academic year were discussed.

Paper = II = 98%

Paper = III = 86.3%

Paper = VI = 100%

Work distribution for this academic year 2019-20 is discussed. It is resolved to take remedial class for the students who are appearing for supplementary examinations. It is resolved to take steps to improve the admission numbers into MISC course. It is also resolved to continue Kumari Pravalika as a guest lecturer to teach Biochemistry in CBS system against the sanctioned post with the work load of 18 hrs/week with effect from 01/July/2019 with the same content from the principal. It is also resolved to take Sri K. Kusuma as a lab attender for the Department of Biochemistry with the remuneration of Rs. 1000/- per month with effect from 24/06/2019 till the last instruction day.

* Faculty

- * Sd V. Rabeen
- * G. Pravalika

Principal

Meeting No: 2

10 July 2019

The staff members of Department of Biochemistry Smt. Syed Vazena Tahaseen and G. Pravalika met today i.e. on 10 July 2019 in the Department of Biochemistry and discussed about the following

Agenda:

Planned to Conduct the faculty exchange programme from Siddhartha Mahila Kalsala on 12 July 2019.

Planned to Conduct field trip to Indian Institute of palm oil Research, Pedaregi, Near Eluru, West Godavari (Dist) on a proposed date of 30/07/2019

Resolved to purchase Chemicals for the smooth running of practicals.

Resolved to purchase 1500 watts kettle elements for both water bath & Distilled water plant.

planned to conduct BAS in the upcoming two weeks (25/7/19 to 30/7/19)

Principal.

Smt. Vazena Tahaseen

G. Pravalika

Paper VII (A)

Unit - 1

1. Anticoagulants was added
2. Neurotransmitters were permitted to only two to be discussed as students feel heavy syllabus to learn

⊙

Paper VIII B-1

Unit III

3.2 peroxisomes Assembly is ~~reduced~~ ^{deleted} and stick to only functions

Unit IV

4.6 - only brief introduction to Apoptosis & necrosis will be given

Paper VIII B-2

Unit V :- Enzyme electrode and biosensors topic is vast, so only introduction to these is made in the syllabus.

Paper VIII - B3

Unit - 1

Basis of Computer, operating system, hardware, software and introduction to programming languages topics are just given as introduction to students, No question should be framed from these in the examination.

Sd/V Balan

E. Saigji

Meeting No. 3

27/8/19

The Staff of Dept of Biochemistry Smt. Syed Vaziha Tahaseen and G. pravallika met in the dept. today 27/8/19 and discussed about the modifications to be made in the syllabus for semester VI in autonomy

Modifications Made: -

- ① Human physiology and clinical biochemistry paper exist in semester V is shifted to semester VI as elective VII A.
- ② The cluster elective VIII B the papers are changed and pooled from cluster VIII B & VIII C of university syllabus
- ③ The Dept. is conducting Cop MLT course for which the syllabus is same as previous, no modifications are made.

→ Sd. V. Ghaseen

Meeting No-1BOS Meeting

The meeting of the upgradation of syllabus (BOS) in the subject Biochemistry was held on 20 November 2020, in the department of Biochemistry, SRR & CVR GDC (A), Vijayawada - 520004.

The meeting was conducted in blended mode. The following members attended the meeting:

1. Syed Vajiha Tahaseen (In charge of the Dept. Chairman, BOS)
2. Dr. P. Kiranmayi, Assistant Professor in Biochemistry, ANU (University of Nizams)
3. Mrs. B. Doray Vijaya Kumari, Lecturer in Biochemistry, WDC (A), Guntur (Subject expert)
4. Mrs. D. Vijaya Sree, Lecturer in Biochemistry, GDCW, Guntur (S.E)
5. Dr. SK. Beebi, Lecturer in Chemistry, SRR & CVR GDC (A)

Agenda: -

1. Approval of syllabus for Sem I and II.
2. Revise the proposed syllabus for sem III & IV.
3. Approval of Cop blueprint, Model paper and Question Bank.
4. Approval of stipulated credits, workload, internal marks.
5. Approval of list of paper setters and examiners.
6. Approval for bridge course of 6 hrs duration.
7. Approval for UGC Cop course CMET, DMET & ADMET syllabus.
8. Approval of online examination pattern in case Covid-19 does not subside at the time of exams.

- To approve the syllabus with ^{20%}~~20%~~ modifications for sem I & II for the academic year 20-21
- To approve the proposed syllabus for sem III & IV with 20% modifications
- To approve the validity of the syllabus for next 2 years.
- To approve the question paper, blue print model paper and question bank
- To approve the internal assessment component
- To approve the list of paper setter & examiners
- To approve bridge course syllabus & duration for G boy.

To approve the Cop-MTI course syllabus
 To approve the governing body resolutions such as examination time slot - for theory exam is raised 2:30 hrs to 3:00 hrs.

The autonomous question paper pattern 60 marks for theory exam 40 marks for internal assessment i.e. retained as it is

To follow the credits, workload per week, internal's breakup, according to the standard instructions, APSHE guidelines governing body's resolution & examination dept. Instructions

Principal (B.A.)
 Sha & P. Gov. Degree College
 Madhavaram, Vandalur
 Chennai - 600 046

✓ Sd. V. Balasubramanian
 (1/2)

✓ Sd. S. Srinivasan

✓ E. Srinivasan

Meeting No: 2

11/09/2020

A Meeting of Department of Biochemistry is conducted on 11/09/2020 at 2.00pm in the Biochemistry Lab.

The following members are present.

1. Sd. V. Tahaseen : Incharge Department of Biochemistry
2. D. Jyothi : Incharge Department of Microbiology.


AGENDA: To appoint E. SAROJINI DEVI as guest faculty to teach BIO-CHEMISTRY U.G. Classes

RESOLUTION: It is resolved to engage the Services of Smt. E. Sarojini Devi as guest faculty to teach Biochemistry in CBCS System on hourly basis with a payment of RS 200/- (two hundred only) per hour with maximum remuneration of 14,400/- (fourteen thousand four hundred rupees only) per month with effect from 2/09/2020. The Same was taken consent from the principal.

The workload allotted to the guest faculty is 18 hours per week.

Convener: Sd. V. Tahaseen

Member: D. Jyothi


 PRINCIPAL (P.D.C.)
 SRR & CVR GOVT. DEGREE COLLEGE
 (Autonomous)
 Machavaram, VIJAYAWADA-520 004.

Meeting No - 2

15/03/2021

The staff members of Department of Biochemistry and Food Technology Smt. Syed Vaziha Talaseem, Smt. K. Anuradha, Smt. E. Sarojinidevi gathered in principal chamber in the chairmanship of SdV. Talaseem, Coordinator for Food Technology and Incharge for Biochemistry to discuss about the resolutions to be taken from 15/03/2021 to 15/09/2021 in presence of principal Dr. I. Ravigar.

Agenda: ① Admissory Completion - Student Data

② To complete ^{filing} ~~III~~ units in biochemistry and food technology by Apr 15th.

③ To conduct internal exam for first year as per the given schedule

④ To conduct the blood grouping & BMI project for 1st BSc students for all 1st year students of the college

⑤ To purchase chemicals & kits for both department

⑥ To purchase Register notes, white papers Colour Markers for both the departments

⑦ To Get permission from principal sir, regarding MOU with Blood bank

⑧ For second to purchase library books for food technology department

⑨ To take care about revision & pers percent age for IInd & IIIrd year semester examination

b PPL

Ravi
15/3/21

x SdV Talaseem
x Anuradha
x E. Sarojinidevi

MEETING NO-3

The staff members of Dept. of Biochemistry and Food Technology met in Smt. Syed Vazila Tahaseen, Smt. K. Anuradha, Smt. E. Sarosini Devi gathered at principal chamber in the chairmanship of Syed Vazila Tahaseen I/c for Biochemistry and food technology to discuss about the resolutions to be taken in presence of principal Dr. Illa Ravi garu.

Agenda:-

- ① 15th sep's staff Council meeting, guided by new academic year's guideline GO 242 dt. 13-9-21 the departments are to get ready to complete BOS on or before 30/9/21.
- ② Second semester examination dates are declared as practical exams from 27/9/21 and theory exams from 9/9/21.
- ③ To complete the second semester syllabus by 25th of september.
- ④ To conduct pre-final examination of second semester students before 30/9/21.
- ⑤ To start V sem syllabus from 20/9/21.
- ⑥ The work load is shared as

Sd. V. Tahaseen: Mol biology paper (V sem) - 6
 Analytic technique (II sem) - 6
 Biomolecularly (I sem) - 6
 18

E. Sarojini Devi - Immunology & Endocrinology paper - 6

K. Anuradha - II sem - 6
(Food technology) Skill development course - 2
1st sem - 6

① To purchase stationary for smooth running of department work

Srinivas
principal.

Sd. V. Palasam.

F. Sarojini

K. Anuradha

PRINCIPAL
SRM GOVT DEGREE COLLEGE
(AUTONOMOUS)
MADURAI - 625 004

1/10/21

Meeting No: 4

A meeting of Dept of Biochemistry was conducted on 01/10/2021 at 3:00pm in the Biochemistry lab.

The following members are present

1. Sd.V. Talaseera : I/c dept. of Biochemistry
2. D. Jyothi : I/c dept of Microbiology.
3. E. Sarojini Devi : Guest faculty in biochemistry
4. K. Anuradha : " in Food technology

Resol. Agenda: - To continue the services of E. Sarojini Devi as guest-faculty to teach biochemistry UG classes.

Resolution: - It is resolved to engage the services of E. Sarojini Devi as guest lecturer to teach biochemistry UG classes on hourly basis with the payment of Rs 200/- (Two hundred rupees only) per hour with a maximum remuneration of 14400 (Fourteen thousand four hundred only) per month with effect from 1/10/21, with the same consent taken from principal.

The workload allotted to guest faculty is 20hrs/week.

Sd. Anuradha
1.10.2021

PRINCIPAL
SRR & CVR GOVT. DEGREE COLLEGE
(Autonomous)
Machavaram, VIJAYAWADA - 520004.

→ Sd.V. Talaseera.
I/c biochemistry

→ D. Jyothi

7/2/2022

Meeting No: 5

A meeting was conducted in the Dept of Biochemistry on 7/2/2022 at 3 PM

The following members are present

1. SdV. Jahaseen : I/c dept. of Biochemistry
2. D. Jyothi : I/c dept. of Microbiology
3. E. Sarojini Devi : guest faculty in biochemistry
4. K. Anuradha : guest faculty in Food technology

Agenda :- Implementation of Continuous Assessment.

Resolution :- In accordance with the staff meeting held on 7-2-2022 by the Principal, it is decided to follow and implement Continuous Internal Assessment as per the guidelines of Collegiate Education.

As Assessment is said to be the feedback from student to teacher, and in order to refine programs and improve teaching and student learning it is unanimously decided to implement continuous Assessment which included Two mid term exams, Assignments, seminars, quiz, NCC & NSS along with external theory and practical exams.

Principal
7.2.2022

- ✓ SdV Jahaseen
- ✓ D. Jyothi
- ✓ E. Sarojini Devi
- ✓ Anuradha

PSDL
29/8/2022