

Minutes of the Meeting 01/2023-24

Date: 03/08/2023

The Department of Physics, SGK Government Degree College, Vinukonda met in the department room to discuss the following academic matters.

Members present:

1. Sri B. Nageswararao, Lecturer in Physics
2. Dr K.V.S KoteswaraRao, IQAC Coordinator
3. Sri D. Siva Phanindra, Lecturer in Computer Science

Agenda:

1. Commencement of I year classes
2. Status of academic records for NAAC.
3. New IIT JAM 2023-24 Batch start
4. Community service project (CSP) evaluation
5. Commencement of II Year classes

Resolutions:

- The meeting commenced with a discussion about the successful start of the I Year classes for the academic year 2023-24. It was reported that the orientation program was well-received by the new students, and the faculty members were actively engaged in welcoming and guiding them.
- An update was provided on the status of preparing academic records for the upcoming NAAC (National Assessment and Accreditation Council) assessment.
- The initiation of the IIT JAM (Joint Admission Test for M.Sc.) 2023-24 batch was discussed. It was announced that the new batch had been formally welcomed and that the faculty responsible for this program had outlined the curriculum and expectations to the students.
- The progress of the ongoing Community Service Project (CSP) evolution was reviewed.
- Planning for the commencement of II Year classes was discussed.

Signatures:

1. Sri B.Nageswararao, Lecturer in Physics
2. Dr K.V.S KoteswaraRao, IQAC Coordinator
3. Sri V. Bala Yesu, Lecturer in Chemistry

Minutes of the Meeting 02/2023-24

Date: 05/09/2023

The Department of Physics, SGK Government Degree College, Vinukonda met in the department room to discuss the following academic matters.

Members present:

1. Sri B. Nageswararao, Lecturer in Physics
2. Dr K.V.S KoteswaraRao, IQAC Coordinator
3. Sri V. Bala Yesu, Lecturer in Chemistry

Agenda:

- Commencement of III Year Classes
- Status of 2 Months Internship
- Preparedness for NAAC Peer Team Visit
- Beautification of Department

Meeting Minutes:

- The meeting commenced with a discussion on the commencement of the III Year classes for the academic year. It was decided that classes will begin on 01.09.2023. The course schedule and syllabus for the III Year were reviewed, and any necessary updates or modifications were noted.
- An update was provided on the status of the 2-month internship program for students. Faculty members were encouraged to maintain regular communication with students during their internships to monitor progress and provide support as needed.
- The department's readiness for the upcoming NAAC (National Assessment and Accreditation Council) peer team visit was a major point of discussion. It was noted that all required documents, reports, and data needed for the accreditation process have been compiled and organized. A detailed plan for hosting the peer team was discussed, including scheduling meetings, campus tours, and presentations. Faculty members were assigned specific responsibilities for facilitating the visit and ensuring a smooth accreditation process.
- The department's beautification initiative was discussed, focusing on improving the physical appearance and environment of the department. Suggestions were made regarding the placement of indoor plants, artwork, and the renovation of common areas.

Minutes of the Meeting 03/2023-24

Date: 18/10/2023

The Department of Physics, SGK Government Degree College, Vinukonda met in the department room to discuss the following academic matters.

Members present:

1. Sri B. Nageswararao, Lecturer in Physics
2. Dr K.V.S KoteswaraRao, IQAC Coordinator
3. Sri Rama K Kishore Behara, Lecturer in Zoology

Agenda:

- Status of syllabus completion
- First mid exams
- Review of NAAC Peer Team Visit

Meeting Minutes:

1. The faculty members reported on the progress of syllabus coverage for the ongoing semester. It was noted that some Papers were on track, while others needed a slight push to ensure the syllabus is completed in a timely manner.
2. The committee discussed the schedule and logistics for conducting the 1st Internal Exams for students in the odd Semesters. The concerned faculty members will finalize the exam papers and communicate the details to the students well in advance.
3. The Physics Department underwent evaluation during the recent NAAC Peer Team Visit.
 - The Peer Team examined various aspects including infrastructure, teaching methodologies, research activities, and student performance.
 - Preliminary feedback suggests areas of strength such as research output and faculty qualifications, as well as areas for improvement including laboratory facilities and student engagement.
 - The department will work on addressing the recommendations provided by the NAAC Peer Team to enhance its overall performance.

Minutes of the Meeting 04/2023-24

Date: 10/11/2023

The Department of Physics, SGK Government Degree College, Vinukonda met in the department room to discuss the following academic matters.

Members present:

1. Sri B. Nageswararao, Lecturer in Physics
2. Dr K.V.S KoteswaraRao, IQAC Coordinator
3. Sri Rama K Kishore Behara, Lecturer in Zoology

Agenda:

- Result analysis for 2 & 4 semester students
- 2nd midterm exams
- Remedial coaching

Meeting Minutes:

1. The analysis of results for the 2 and 4 Semester students was presented. The committee reviewed the performance data to identify trends and areas of improvement.
2. The upcoming 2nd internal exams for the 1, 3 and 5 -semester students were discussed. The committee stressed the importance of designing exams that effectively assess the students' understanding of the subjects.
3. The need for remedial coaching for academically struggling students was discussed. Faculty members were asked to identify students who require extra assistance and support. The committee decided to organize regular remedial classes to help these students catch up on the subjects where they are facing difficulties.

Minutes of the Meeting 05/2023-24

Date: 04/12/2023

The Department of Physics, SGK Government Degree College, Vinukonda met in the department room to discuss the following academic matters.

Members present:

1. Sri B. Nageswararao, Lecturer in Physics
2. Dr K.V.S KoteswaraRao, IQAC Coordinator
3. Sri Rama K Kishore Behara, Lecturer in Zoology

Agenda:

- Ward counselling
- CIA preparation
- Conduct of practical examinations

Meeting Minutes:

1. The importance of ward counseling was emphasized during the meeting. Faculty members were reminded to actively engage with students, particularly those living in hostels or away from home.
2. The committee reviewed the ongoing preparations for Continuous Internal Assessment (CIA) for the 1, 3 and 5 semester students.
3. The practical examination schedule was reviewed during the meeting. The committee acknowledged the importance of conducting practical exams in a controlled and fair manner.

Minutes of the Meeting 06/2023-24

Date: 02/01/2024

The Department of Physics, SGK Government Degree College, Vinukonda met in the department room to discuss the following academic matters.

Members present:

1. Sri B. Nageswararao, Lecturer in Physics
2. Dr K.V.S KoteswaraRao, IQAC Coordinator
3. Sri Rama K Kishore Behara, Lecturer in Zoology

Agenda:

- Commencement of Even semester classes
- Commencement of semester internship
- Status of Academic records completion for completed odd semester
- Preparation of Semester curricular and Teaching synopsis for Even semester

Meeting Minutes:

1. The start of the new semester and the commencement of classes for the 2, 4 -semester students were discussed. Faculty members were encouraged to engage with the students and provide them with a smooth transition into college life.
2. The department discussed the commencement of semester internships for physics students. Guidelines regarding internship placement, reporting procedures, and evaluation criteria were reiterated to both students and faculty supervisors. Faculty members were encouraged to provide necessary support and guidance to students during their internship period.
3. The committee reviewed the status of academic records required for various purposes, including accreditation and assessments. The importance of maintaining up-to-date and well-organized records was emphasized.
4. Faculty members discussed the preparation of semester curricular and teaching synopses for the even semester. Emphasis was placed on incorporating innovative teaching methodologies, relevant case studies, and practical demonstrations to enhance student learning outcomes.

Minutes of the Meeting 07/2023-24

Date: 02/02/2024

The Department of Physics, SGK Government Degree College, Vinukonda met in the department room to discuss the following academic matters.

Members present:

1. Sri B. Nageswararao, Lecturer in Physics
2. Dr K.V.S KoteswaraRao, IQAC Coordinator
3. Sri Rama K Kishore Behara, Lecturer in Zoology

Agenda:

- Preparation for NAAC PEER team visit
- Status of syllabus completion
- Status of semester internship
- Department Beautification for NAAC team visit

Meeting Minutes:

1. The department's readiness for the upcoming NAAC (National Assessment and Accreditation Council) peer team visit was a major point of discussion. It was noted that all required documents, reports, and data needed for the accreditation process have been compiled and organized. Faculty members were assigned specific responsibilities for facilitating the visit and ensuring a smooth accreditation process.
2. The faculty members reported on the progress of syllabus coverage for the ongoing semester. It was noted that some Papers were on track, while others needed a slight push to ensure the syllabus is completed in a timely manner.
3. An update was provided on the status of the 6-month internship program for students. Faculty members were encouraged to maintain regular communication with students during their internships to monitor progress and provide support as needed.
4. The department's beautification initiative was discussed, focusing on improving the physical appearance and environment of the department.