

GOVT DEGREE COLLEGE - TEKKALI
Srikakulam.

DEPARTMENT OF BOTANY



MINUTES MEETING
2025-2026



GOVERNMENT DEGREE COLLEGE

Tekkali, Srikakulam Dist. A.P.

Institute Reaccredited by NAAC at 'B' Level

Department of Botany & Horticulture

Minutes of The Meeting

Date: 17-06-2025

The following resolutions were unanimously made to enrich our students and the department:

1. Syllabus Distribution

Syllabus for I, III & V Semesters Botany courses were finalized and distributed to students.

2. Course Planning and Allocation

Teaching responsibilities, course content, methodology, and Assessment methods were planned.

3. Academic Calendar

Academic calendar for the semester is finalized according to the Guidelines of the affiliating Dr. B.R.Ambedkar University academic calendar.

4. To be Planed

Plantation
Yoga day
World
Environment
Day

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

1. D.VASU BABU
2. M. (M. Thavudai)

Dept. in charge
 Lecturer
 Govt. Degree College
 TEKKALI-532 203

Principal
 PRINCIPAL
 Govt. Degree College
 TEKKALI, Srikakulam Dist.



GOVERNMENT DEGREE COLLEGE

Tekkali, Srikakulam Dist. A.P.

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Minutes Of The Meeting

Date: 05-07-2025

The following resolutions were made to enrich our students and the department:

- Coverage of syllabus accordingly as mentioned in the annual plan.
- Steps are to be taken to cover the backlog of the syllabus if any.
- Backward students are identified and special classes were planned to help them.
- Planned to conduct Mid-I Exam in the second week of August and Mid-II in the third week of September.
- See that all the students attend the test without fail.
- It is decided to conduct university external Practical Examinations in the first week of October

To be Planed

Study Project
Clean & Green
Quiz by Kahoot

Conclusion:

Decisions made during the meeting will contribute to the smooth functioning and academic excellence of the Department of Botany at Government Degree College, Tekkali.

1. D. VASU BABU 

2. M. Thavudu . M. 


Dept. in charge
Lecturer
Govt. Degree College
TEKKALI-532


Principal
PRINCIPAL
Govt. Degree College
TEKKALI, Srikakulam Dist.



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DEPARTMENT OF BOTANY – MEETING MINUTES

Institution Name: Government Degree College

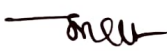
Department: Botany

Date: 04-08-2025

Time: 3pm TO 4pm

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr.. D.Vasu Babu, Head of the Department 
- Mr.B.Parameswara rao, Faculty Member 
- Mr M. Thavudu, Faculty Member 

2. Agenda of the Meeting

1. Review of previous meeting minutes
2. Academic planning (syllabus completion, timetable)
3. Laboratory activities and requirements
4. Student performance and evaluation
5. Organization of seminars/workshops/certificate courses
6. MoU / collaborations

To Be planed

VOTER
ENROLLMEN
T
De warming
HAR GHAR
TIRANGA
SASA
Guest Talk
Online PG CET
Coaching


 Dept. In charge
 Lecturer
 Govt. Degree College
 TEKKALI-532 202


 Principal
 PRINCIPAL
 Govt. Degree College
 TEKKALI, Srikakulam Dist.



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DEPARTMENT OF BOTANY – MEETING MINUTES (SEPTEMBER -2025)

Institution Name: Government Degree College

Department: Botany

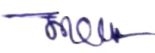
Month: September

Date: 03/09/2025

Time: 3pm to 4pm

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr. D. Vasu Babu, Head of the Department 
- Mr. B. Parameswara Rao, Faculty Member 
- Mr. M. Thavudu, Faculty Member 

2. Agenda

1. Review of academic progress
2. Laboratory work and practical schedule
3. Student assessment and attendance
4. Organization of academic events
5. MoU activities and collaboration

3. Review of Academic Progress

- Syllabus completion status reviewed for all semesters
- Faculty instructed to adhere to academic calendar to be planned

Online PGCET Coaching
Certificate course
Teachers Day
ICT
BOS
awareness mental health
BRIDGE COURSE
Blood donation


 Dept. in charge
 Lecturer
 Govt. Degree College
 TEKKALI-532 203


 Principal
 PRINCIPAL
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DEPARTMENT OF BOTANY – MEETING MINUTES (OCT -2025)

Institution Name: Government Degree College

Department: Botany

Month: Oct

Date: 10-10-2025

Time: 3pm to 4pm

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr.. D.Vasu Babu, Head of the Department 
- Mr.B.Parameswara rao, Faculty Member 
- Mr M. Thavudu, Faculty Member 

2. Agenda

- Review of academic progress
- Laboratory work and practical schedule
- Student assessment and attendance
- Organization of academic events
- MoU activities and collaboration

To be planed

Student seminar 2 nd year
Student seminar 3 rd year
SASA
Group Discussion
Unity Day


 Dept. in charge
 Lecturer
 Govt. Degree College
 TEKKALI-532 203


 Principal
 PRINCIPAL
 Govt. Degree College
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DEPARTMENT OF BOTANY – MEETING MINUTES (NOV -2025)

Institution Name: Government Degree College

Department: Botany

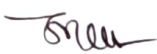
Month: Nov

Date: 1-11-2025

Time: 4pm to 5pm

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr.. D.Vasu Babu, Head of the Department 
-
- Mr.B.Parameswara rao, Faculty Member 
-
- Mr M. Thavudu, Faculty Member 

2. Agenda

- Review of academic progress
- Laboratory work and practical schedule
- Student assessment and attendance
- Organization of academic events
- MoU activities and collaboration

To be planed

Medical camp
Student seminar 1 st year
Field visit
plantation
Field trip
vanasamaradhana
SASA
Cyber security
Debate


Dept. in charge
Lecturer
Govt. Degree College
TEKKALI-532 200


Principal
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DEPARTMENT OF BOTANY – MEETING MINUTES (DEC- 2025)

Institution Name: Government Degree College

Department: Botany

Month: Dec

Date: 01-12-2025

Time: 10am to 11 am

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr.. D.Vasu Babu, Head of the Department
-
- Mr.B.Parameswara rao, Faculty Member
-
- Mr M. Thavudu, Faculty Member

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M. Thavudu

2. Agenda

- Review of academic progress
- Laboratory work and practical schedule
- Student assessment and attendance
- Organization of academic events
- MoU activities and collaboration

To be planed:

AIDS day
Quiz
Yoga & meditation
Parent teacher meeting
Medicinal plants exhibition

[Signature]
Dept. in charge
Lecturer
Govt. Degree College
TEKKALI-532 20

[Signature]
Principal
PRINCIPAL
Govt. Degree College
TEKKALI, Srikakulam Dist.



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DEPARTMENT OF BOTANY – MEETING MINUTES (JAN-2025)

Institution Name: Government Degree College

Department: Botany

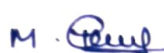
Month: Jan

Date: 03-01-2026

Time: 3pm to 4pm

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr. D.Vasu Babu, Head of the Department 
-
- Mr.B.Parameswara rao, Faculty Member 
-
- Mr M. Thavudu, Faculty Member 

2. Agenda

- Review of academic progress
- Laboratory work and practical schedule
- Student assessment and attendance
- Organization of academic events
- MoU activities and collaboration

To be planed

Group discussion
Quiz
Sankrathi
Sambaralu


Dept. in charge
Lecturer
Govt. Degree College
TEKKALI-532 203


Principal
PRINCIPAL
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DEPARTMENT OF BOTANY – MEETING MINUTES (FEB-2026)

Institution Name: Government Degree College

Department: Botany

Month: Feb

Date: 02-02-2026

Time: 3pm to 4pm

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr. D. Vasu Babu, Head of the Department
- Mr. B. Parameswara Rao, Faculty Member
- Mr. M. Thavudu, Faculty Member

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2. Agenda

- Review of academic progress
- Laboratory work and practical schedule
- Student assessment and attendance
- Organization of academic events
- MoU activities and collaboration

To be planned

LECTURE
SERIES
SASA

[Signature]
 Dept. in charge
 Lecturer
 Govt. Degree College
 TEKKALI-532 203

[Signature]
 Principal
 PRINCIPAL
 Govt. Degree College
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DEPARTMENT OF BOTANY – MEETING MINUTES (MAR 2026)

Institution Name: Government Degree College

Department: Botany

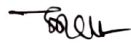
Month: March

Date: 02-03-2026

Time: online 4pm to 5pm

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr. D. Vasu Babu, Head of the Department 
- Mr. B. Parameswara Rao, Faculty Member 
- Mr. M. Thavudu, Faculty Member 

2. Agenda

- Review of academic progress
- Laboratory work and practical schedule
- Student assessment and attendance
- Organization of academic events
- MoU activities and collaboration

To be planned

Gender equity
FDP on AI at UOH
Workshop at NIO CSIR
SASA

10


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Lecturer
Govt. Degree College
TEKKALI-532 203


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DEPARTMENT OF BOTANY – MEETING MINUTES (April 2026)

Institution Name: Government Degree College

Department: Botany

Month: April

Date: 06-04-2026

Time: 3pm to 4pm

Venue: Department of Botany

1. Members Present

- Dr. T. Govindamma, Principal (Patron)
- Mr. D. Vasu Babu, Head of the Department 
- Mr. B. Parameswara Rao, Faculty Member
- Mr. M. Thavudu, Faculty Member

2. Agenda

- Review of academic progress
- Laboratory work and practical schedule
- Student assessment and attendance
- Organization of academic events
- MoU activities and collaboration

To be planned

Earth day on April 22nd
P.G CET coaching and mock test
SASA


Dept. in charge
Lecturer
Govt. Degree College
TEKKALI-532 203


Principal
PRINCIPAL
Govt. Degree College
TEKKALI, Srikakulam Dist.