

2020-2021

01-02-2021

Department of Biotechnology held staff meeting dated on 01/02/21

A staff meeting is conducted in the department and to resolve the following.

- \* To prepare departmental presentation for DBT-star college scheme.
- \* To prepare departmental profile for ISO cordification and offline visit.
- \* To conduct inauguration function for certificate course Biotechnology - Draw.
- \* Work load distribution among the staff for 1<sup>st</sup> year students.

A. Anil Kumar

Department Incharge

1. Gowda

2. K. Grace Thabitha

B. Sunmeetha  
1.2.2021

01-05-2021

Department of Biotechnology held staff meeting.

A staff meeting is conducted in the department and resolve the following.

1) To conduct online classes regularly as per the time-table.

2) To conduct online classes for practicals to complete the procedures.

3) To follow covid protocol in the department as per the G.O of A.P. Government.

D. Anuraj

Department Incharge

1. G. Anuraj

2. K. Grace Thabitha

P. Suresh Kumar

1.5.2021

02-06-2021

Department of Biotechnology held the staff meeting dated on 02/06/2021.

A staff meeting is considered in the department resolved the following.

- \* To conduct online classes regularly as per the time-table and complete the syllabus.
- \* To conduct practical classes through virtual labs.
- \* To distribute workload classes for the I sem syllabus among the staff members.
- \* To conduct online classes for II sem students
- \* To upload on class details in B.P.O, CPMTI.
- \* To maintain online classes record properly.

1. Gowri.

2. K. Grace Thabitha

P. Summe Lavshree  
2.6.2021

04-07-2021

Department of Biotechnology held staff meeting dated on 04/07/2021.

A staff meeting is conducted in the department and resolved the following.

- 1) To prepare question paper for the internal examinations for I<sup>st</sup>, II, III year students.
- 2) To conduct internal examinations for I, II, III year students.
- 3) To prepare laboratory reagents for practical examinations.
- 4) To conduct practical examinations.

D. Anitha

Department Incharge

1. Gowri

2. K. Grace Thabitha

P. Eunice Lawrence

4.7.2021

06.09.2021

Meeting was held in Dept. of Biotechnology and discussed about the completion and submission of Internal I & II, Instructed to complete the Syllabus for I B.Sc. Biotechnology.

D. Anitha  
Head of the Dept.

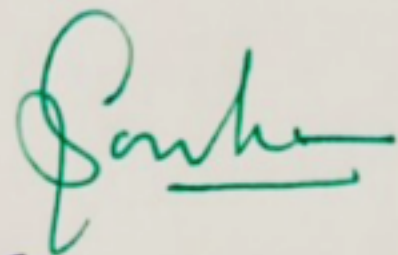
1. Gowri

2. K. Grace Thabitha

P. Suresh Babu  
6.9.2021

08.10.2021

Meeting was conducted in Dept. of Biotechnology to discuss about the conduction of BOS meeting for II B.Sc. Biotechnology 2021-2022.



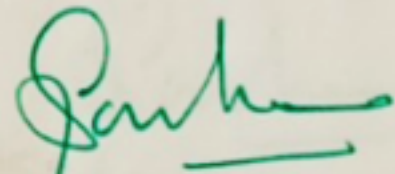
Signature of <sup>the</sup>HOD

1. Ganesh

P. Sunil Ganesh  
8.10.2021

22.10.2021.

Meeting was held in the Department Of  
Biotechnology to discuss about to conduct the  
II semester practical examinations and instructed  
to maintain the attendance & to submit the marks  
after completing evaluation.



Signature of the HOD.

1. Gowthi

P. Suneetha

22.10.2021