

Date: 05-5-2017

Time: - 12pm - 1pm -

Agenda:-

1) Subject Allotment

2) Summer Vacation Schedule

S. No.	Staff	Signature
1.	Dr. K. Sagar.	K. Sagar
2.	Mr. M. Kalidas.	M. Kalidas
3.	Mr. D. Jagann.	D. Jagann
4.	Mr. GNR Prasad.	GNR Prasad
5.	Dr. D.L.S. Reddy.	D.L.S. Reddy
6.	Mr. M. Ramchander.	M. Ramchander
7.	Mr. P. Krishna Prasad.	P. Krishna Prasad
8.	Mr. B. Srinivas.	B. Srinivas
9.	Ms. Kalpana.	Ms. Kalpana
10.	Ms. Lalitha.	Ms. Lalitha
11.	Ms. Swathi	Leave.
12.	Mr. Gowri naidu.	CWSK Gowri naidu

Resolutions:- 1) Subject allotment is done based on the choices given by the faculty.

2) Vacation. Schedule is allotted to the faculty based on their choice with a minimum of 2 weeks vacation in three spells or two spells of 3 weeks each or any one spell of 6 weeks continuously.

3) Faculty are advised to be 100% punctual & to discuss more problems in lab.

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Department Meeting to Organise Dasara Pojja.

Date :- 15-10-2018

Time :- 1.15 PM.

Agenda :-

- 1) Discussion for conducting Dept. Dasara Pojja on 16/10/18
- 2) Any other item with the permission of chair.

SN.	Name of the Staff	Signature
1)	Dr. D.L.S. Reddy	Dr. D.L.S. Reddy
2)	Sri. M. Kalidas	U. Karthi
3)	Sri. D. Jayaram	Ray 15/10/18
4)	Sri. G.N.R. Prasad	15/10/18
5)	Sri. M. Ramchander	M. Ramchander
6)	Sri. P. Krishna Prasad	P. Krishna Prasad
7)	Sri. B. Srinivas	B. Srinivas
8)	Dr. B. Indira	Indira 15/10
9)	Sri. CNVBR - Gowdinath	CNVBR
10)	Sri. P. Ramesh	leave
11)	B. T	

The Meeting commenced with the Head presiding over the chair.

- Head and other staff members discussed how to organize the pooja for Dasara.
- It was decided to organize pooja in Lab 1 of MCA dept and various arrangements were asked to be taken care of by Mr. M. Kalidas ~~Dr~~ & Mr. M. Ramchandra.
- It was decided to take the funds from the department fund to organize the pooja and department lunch on the same day.
- The faculty were appraised to give more examples and involve students during discussions of topics in theory & lab sessions.