

D.V.S. College of Arts and Science, Shivamogga Sir M.V. Road, P.BNo.81, SHIVAMOGGA-577201, Karnataka State

1.1.1 The Institution effective curriculum delivery through a well-planned and documented process

Details of Department Meetings

Sl.No	Department Name	2016-17	2017-18	2018-19	2019-20	2020-21
1	KANNADA	13	1	9	13	8
2	ENGLISH	10.33	-	7	6	5
3	HISTORY	3	6	3	2	1
4	PHYSICS	6	5	3	4	1
5	CHEMISTRY	10	9	8	17	13
6	ELECTRONICS	9	7	9	11	9
7	BOTANY	4	4	4	4	4
8	ZOOLOGY	7	6	7	10	3
9	COMPUTER SCIENCE	18	5	5	7	9
10	COMMERCE	Nil	Nil	1	3	3

NOTE: The above table reflect the department meetings. The sample photocopy of the meetings is attached.

Principal

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D. V. S. College Of Arts & Science

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2-10-15

about II Internal Joaper setting and also to prepare tentative time table

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Members attended:

1) Sudhakar . H.N ->

a) And Luncon, H.V -> [V)

3) Shula, K.R -> Jons .

surviter for the tracting staff and the that tracting plan is planned for the academic years stood for the academic years stood for the academic trusult statistic.

Mumbers attended: - 1.5 Sm 23-57]

) Sudhakan H.N ->

D Anil Kuman H.V -> W

3) Sheela. KR -2(36)

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It internal assistament paper

Setting for I. IV and VI to

Semester is carried out

and also discussed about

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Members cittended ?-

2) De Anil Kumaer - July

3) Sheela. K.R -> (Toy

4) Court S.N.R. -> but

4-11-18 In this meeting work allotment for the staff members of I, III and I Simister us done Teaching plan is made. Discused about Student Perferm -ance in the previous semester also. Members attended: 1) Sudhakara, H.N. -> Sudhakara, H.N. 2) Dr. Anil Kumar. H.V-Djelvine 3) Sheela. K.R -> dS 4) Srusti . S.N.R.

242 243

Departmental Staff necting

Sate - 10/12/19

Venue - Dopt Staff scoom

Time - 1200 PM

Agunda - 1) Distribution & Syllabus & I, I ST Se

2) Analysis & Progress y students , I, 1 45

3) Others north the punission of to D.

Powereding

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-> I sem - Bryophyter, Ivsem - Ecology, I sem Plant physiology (Pil) distensibiled to such akon the And he agreed.

Dr. And Kumer H.V Agreed to teach plant breeding for the VI sem (PS)

Sheela K.R is agreed to teach spteridephyla

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Mainly discussed on present of I, III 5. I seem

Resolution - As above discussion all faintly agreed to teach above mentioned chapters in this Academic year.

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Departmental Staff Meeting

Easte - 10/12/19

Venue - Dopt Staff scoom

Time - 12.00 PM

Agunda - j Eistribution & Syllabus q I, I ST S.

2) Analytis of Progress of students, I, III & S. 3) Others with the punission of to D.

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And he agreed. Dr. And Kumer H.V Agreed to teach plant bruding for the VI sum (P8)

Sheela K.R is agreed to teach spheridesphyla

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Resolution - As above discussion all faintly agreed to teach above mentioned chapters in this Academic year.

2020-2021

DEPARTMENTAL STAFF MEETING

DATE: 26/08/2020

VENUE: DEPARTMENT STAFF

TIME: 11:00 AM

AGENDA: 1) DISTRIBUTION OF SYLLABUS OF SECOND, FOURTH AND SIXTH SEMESTER

- 2) ANALYSIS OF PROGRESS OF STUDENTS FIRST, THIRD AND FIFTH SEMESTER EXAM
- 3) OTHERS WITH THE PERMISSION OF HOD

PROCEEDINGS:

IN THE BEGINNING OF THE MEETING DEPARTMENT HEAD WELCOME ALL THE FACULTY OF THE DEPARTMENT FURTHER DISCUSS ABOUT CHAPTERS ALLOTMENT TO THE FACULTY

I SEM (ALGAE), III SEM (ANATOMY AND HISTOLOGY), V SEM (CELL BIOLOGY) DISTRIBUTED TO SUDHAKARA. H. N AND HE AGREE.

DR.ANIL KUMAR.H.V AGREED TO TEACH EMBRYOLOGY FOR THE THIRD SEMESTER.

SHEELA.K.R AGREED TO TEACH FUNGI AND LICHENS, TAXONOMY

MAINLY DISCUSSED ON RESULT OF II, IV, VI SEM

RESOLUTION: AS ABOVE DISCUSSED ALL FACULTY AGREED TO TEACH ABOVE MENTIONED CHAPTERS IN THIS SEMESTER

MEMBER ATTENDED:

- 1) SUDHAKARA.H.N
- 2) DR.ANIL KUMAR.H.V
- 3) SHEELA.K.R

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Department meeting

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Members attended.

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· Faculty members -> Novem. K.M

-> Swedhi. R

Departmental Staff Meeting
Date - 18/3/2020
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Veneu-Doft. Staff 200000 Time-11.00 Am . Agenda: Pereferation of limetable for 3rd intermo
to the beginning of the meeting
Peroceeding. In the beginning of the meeting Defet Head welcome rall the faculty of the defet further discussed about.
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Members Atlended
HOD - Dr. K. G. Venhatesh
Faculty members - Maveen. Kumar. K.M
Jacoby minus
- Swathi. R

2019 - 2020

न्यान ११-2019 रुक्षिक्ष्मे क्रिक्षेत्रक्षेत्र स्टिन्स्ट्र एत्याद्वील क्षिमे हिन्द्रम् स्टिन्स्ट्रिक्स् क्षिमें क्ष्में क्ष्में क्ष्मिक्स्क्रिस्ट्रा क्ष्में स्टिन्स्ट्रिक्स्

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> अध्या अवद्यान्ती विमागाभिताः

2020-21

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30/06/2016 Department of chemistry.

Thursday Departmental meeting was Conducted on 30.06.16 at H.pm in H.O.D Chamber. Dr. Venkata-

chalapathy presided the meeting. All the Staff members are hereby informed

to attend the meeting.

Dr. R. Ven Kotachalapathy

RV

Staff Members:

Associate Professor & Lead Department of Chemistry D.V.S. College of Arts and Calcula SHEVAMOGGA-577

1 Dahana Taj-5

Samhitha. R

Sahana. 4 St

Vasaha. N A.

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ProLeedings:

Departmental timetable,

3yllabus allotment

Departmental boxkload Calculation.

HI Commentement of practical charses

ZEPARTMENT OF CHEMISTRY S& SCIENCE, SHIMOGA SYLLABUS ALLOW. 30/06/2016 Department of chemistry. Thursday Departmental meeting was Conducted on 30.06.16 at H.pm in H.O.D chamber. Dr. Venkatachalapathy presided the meeting. All the Staff members are hereby informed to attend the meeting. Dr. R. Ven Kotachalapathy Associate Professor & Mead Department of Chemis Staff Members: D.V.S. College of Arts and Co SHIVAMOGGA-577 Sahana Laj-5 Sanhitha. L Sahana. G Vareha. N A 51 Bounya K.H. &

Proceedings:

of Departmental timetable,

et Syllabus allotment

at Departmental workload Callulation.

41 Commencement of practical charses

10/08/2016 Department of chemistry Wednesday Departmental meeting was held on 10.8.16 at 11.00 AM at 4.0.0 chamber. Dr. R. Venkatachalapathy presided the All the Staff members are hereby informed to attend the meeting. Dr. R. Venkatachalajathy. Associate Professor & and 3 Department of Chair long D.V.S. College of Arts and School Staff members, SHIVAMOGGA-577 402 , Sahana Taj a) Sambitha. R 3) Sahana G 4) Varsha N 5) Sounga k H. S

. Pro Cee dings:

Meeting.

9 Discussed about Question paper setting for I internal.

Reviewed the progress of theory and prodical classes

MEN 08/09/2016 Department of chemistry. Thursday. Depostmental meeting is Conducted on 08-9-16 in the H.O.D chamber at 4.00 pm.

Dr. l. Venkalachalapathy will preside the meeting.

AU the Staff members are hereby informed to allend the meeting.

Dr. R. Venkatachatapathy

Associate Professor & Hoad Department of Chemistry D.V.S. College of Arts and Science SHIVAMOGGA-577 201

Staff Members:

1) Sahana Taj. S. Ksi

a) Sanhitha. R.

3) Sahona. Gr Sh

4) Narsha. N A.

5) Bounya k H. S

proleedings

-) Question paper selling for I Internal assesment.
- & Discussed about the Completion of Syllabus and practical classes.

05/10/2016 Hednesday

Department of chemistry.

A meeting of staff members has been assanged at H.O.D chamber on 5.10.16 at 11.00 AH Meeting will be presided by Dr. R. Venkatochala-pathy All the stoff members are hereby informed to attend the needing.

> Associate Professor & Head Department of Chemistry D.V.S. College of Arts and Science SHIVAMOGGA-577 201

Staff Members.

Sahana Taj-5

Sanhitha. R

Sahana. Gr 9

4) Varsha. N

5) Bounya KH &

Proceedings:

- 2 Conduction of III assesment text and announcement of I test date.
- d) Commencement of practical examinations.

Department of chemistry.

A meeting of stoff members of chemistry department & Convened on 02.01.17 at 4.00 pm in the H.O.D chamber presided by Dr. R. Nenkatachalapathy.

All Staff members are hereby injormed

to attend the meeting.

2.7.0 Dr. R. Venkotachala-pathy. Associate Professor & Head

Department of Chemistry

D.V.S. Coilege of Arts and Science SHIVAMOGRA-577 COL

Staff Hembers;

1) Sahana Laj-S

a) Samlitha. R

3) Sakona. Gr S

4) Varsha. N

3) Soumya k H &

proceedingss

- () timetable allotment
- (a) Syllabus allotment
- (3) About the Commencement of practical classes.

Department of Chemistry.

A meeting is held on 9/1/17 at 11.00 AM in the presence of Head of the Department, Dr. R. Venkalachalapathy. All the stoff members are present in the meeting and the following points are Dislussed.

Dr. R. VenKatachalajathy

Staff Members:

1) Sahana Taj. 5

(a) Santitha Makina l

(3) Sahana. G. Shuf

(4) Narsha. N A

(3) SOWMYA K.H. &

proleedings;

- 6) Limetable allotment
- (a) Syllabus distribution.
- (a) About Commencement of practical examinations.
- (4) Discussed about I internals question paper setting.
- (5) Reviewed about theory classes, progress.

Department of chemistry: wid
Departmental meeting was held on 8/2/17 at 4 pm in 4.0.10 chamber.
at 4 pm in H.O.D Chamber.
Dr. R. Venkotachalajathy presided the meeting
meeting
All the staff members are hereby informed
All the staff members are hereby informed to attend the meeting.
Dr. R. Venkatachalapathy CH.O.D)
(11.0-12)
staff Member
1) oakara 1)
(2) Sanhitha Mohima. L. Sym
a) Sahara. U.
CH) Narsha. N. 985
(3) Sownya K.M &

W Question paper setting jos II internal probedings; assesment.

(3) Discussed about the Completion of theory classes and practicals.

Department of chemistry: 500 Departmental meeting is called on 25/3/17 in the department out 12.00 pm. All staff members are shereby informed to allend the meeting.

Dr. Venkotachatapathy

Statt Members.

- W Sahana Laj-S.
- (a) Samhitha Mahina. L. *
- (a) Sahana. U SM
- (h) Vershe. N 90
- (5) Soumya K.H. &

proceedings:

- 6) Future plan of the dipartment.
- (a) Discussed about the Commencement of III internal.
- (3) Discussed about the completion of practical.

Department of Chemistry. A meeting a Convened on solulit at 10.30 AM. in H.O.D chamber. All are togorned to altend the meeting.

1 will

Da. K. Venkotodologosty.

Resolution;

- 6) Work doad calculation.
- (1) Byllabus is distributed to all stoff members.
- (3) Stock Verilication.
- (4) Time-table preparation.
- (5) Workload of Sahana. Or has been distributed. among staff members.

Staff Members,

- (1) Sahana Taj. S.
- (a) Samhitha Mahima. R. &
- (3) Varsha. N. 40
- (H) SONMYA K.H. &

Department of Chemistry.

A staff member meeting has been arranged in H. O.D Chamber at 11-00 AN on 12/4/17

Meeting. Dr. Venkatachalapathy will preside the

40 attend the meeting.

Dr. R. Venkatackalapathy. [H.O.D].

Staff Members,

- (1) Sahana Taj-s
- (a) Sankitha Mahima. L
- (3) Narsha. N 90=
- (H) Sonnya K.H. &

proceedings:

- 6) Question paper setting for internals III.
- (a) Informed to submit the teaching plan.
- (3) Reviewed the progress of teaching.

Department of chemistry

A Departmental meeting was held on 25/8/17 at 10.30 pm in H.O.D chamber. H.O.D presided the meeting.

All staff-members are hereby informed to attend the meeting.

FRI

Dr. R. Venkatachalapathy

Staff Members ;

- () Sahana Laj. s.
- (10) Samhitha Mahine. K. De
- (3) Varsha. N. 90-
 - (4) SONMYA KM &

Resolutione,

- 6) Discussed about the commencement of practical examinations.
- (b) preparation of solutions
- (a) equipments stock Verification.

Department of dentity (50) for

A Departmental meeting of atoff members

N. Convened, on 20/9/17 at 10.00 pp in

N. D. D. Chamber.

An allend the meeting.

1000

Da. k Venkotachalejatty
(H.O.D)

Resolution;

- W Commencement of practical examinations
- . (0) Syllabus allotment to staff members.
 - (a) limebable preparation.
 - (1) perpusation of tracting plan

Staff members.

- (Sohana Laj. 5.
- · (0) Samhitha Mahima. R. R.
 - (3) Salara b. = Shy
 - · (11) . Yareha. H. A
 - 63) Sownya K.H &

Department of Chemistry
Department meetling was hold on upolish
at Apm by 110 D Dr. R. Venkalacholopathy, in
stod chamber. All the slaff members are
hereby fulphied to about the mosting.

Dr. R. Venkatachalaporty HOD of chinistry

Staff members

P Sahana Tag S S

at Sanhitha mohima R 2000

St Sahana 9 Stmf.

Washa N 2000

Sto Soromya. K.M. &

Proceedings

1) Quistion paper setting for I 4 II internals 24 Preparation of teaching plan 34 Preparing solution for practicals.

Department of chemistry 1) meeting of staff members of the department & convened on solistif at 4:30pm in HOD chamber. All staff members are horoby enformed to attend the meeting. Wed or. R. Venkatachalapathy HOD chemistry Staff members 12 Sahana Taj S 22 Samhitha Mahima R 3) Sahana 9 - 9h 42 Varsha N 90 5/ Sowmya. K.M. &

Ino ceeding.

it calculation of department workload.

a) posstribution of workload.

It Preparation of teaching plan

Department of chemistry Thursday

A department meeting & held on 18/1/18 at 4 pm Pn presence of Head of the depart ment Or. R. Venkatachalapathy. All the staff members are present in meeting of following proceedengs are discussed.

> or. R. Venkatachalaporty. HOD chemistry

Proceeding

if commencement of practical classes

at Preparation of teaching plan

3) Prurchase of the micals of Glasswares

He Stock verification.

Staff members

ik Sahana Taj S

22 Samhitha mahima R

3/ Sahana 9 Sty

He Vaersha N

52 Sovomya. K.M. Se

chamber at 10 Am on 80/2/12

All staff members hereby entern to attend the meeting. Jollowing staff members one present.

Dr. R. Venkatacholopothy HDD of chemistry

Staff members

Sahana Taj. S

Senhitha. k

Sh Sahana G

W

Sursha N

Sowmya K.m. &

Proceedings

returnals

2. Preparation of teaching plan.

Depostment of chemistry

Department meeting convenad on 16/3/18 at 4:30 pm in 400 chamber.

presided the meeting.

All staff nembers are present on the meeting of following points are discursed.

er. R. Vinkato cholopoly HOD chemistry

- it completition of valution of 2 internal booklet
- 26 Preparation of question paper for I
 - 36 Preparation of teaching plan

Staff members

it Sahana Poj. S &

or Sankithank De

3/ Sahana G -Com.

A) Varsha N &

54 Sowmya K.M. &

Department meeting hold on 16/4/18 monday on HAM

Dr. R venkatachalapathy 400 of chemistry presided meeting.

All staff members are prosent & following points are discussed.

> Dr. R. Venkalachalapathy HOD chemistry

commencement of practical classes 12

at in Priteinal conductance

36 Preparation of teaching plan.

He Proposation + voriffication of chemicals for practical exam.

Staff nimbers

12 Sahana Paj. S &

ar Soulithank De

34 Sahana G - Sty.

HY Varsha N 90

54 Soromya Kim. &

A department meeting convended on 4/8/18 at 10:30 Am in 400 chamber 4100 of department or R verkatachola -pathy presided the meeting.

point are discussed.

Dr. R. Venkata chatapathy HOD of chemistry

1) Time table preparation.

2 Syllabus Allotmont

32 Preparation of teaching plan.

staff members

1) Sahana Taj. S &

2) Sambtha & De

3) Sahana Gr - SM

4) Varsha N

5} Sowmya K.M. &

Depostment of chemistry

Chemistry : Sol...

A meeting of staff mombous of the department is convened on 14/8/18 at 12:30pm Pn +10D Chamber. Au the staff membous are hereby Proformed to attend meeting.

or. R. Venkatachatapathy. HOD chemistry

- of Commencement of antiernal assessment test
- 2) Stock book & stock verification.
- s) Preparing lab.
- At Preparation of practically time table

staff members.

- y Sahana Paj. S desi
- of Sanhthank De
- 37 Sahana Gi Sm
- 4) Varsha N 90
- 52 Sowmya K.M. &

Department of chamistry

Department meeting was hold on 20/9/18 at 4:30 pm. Au slaff members are powerent on meeting.

Meeting was psusified by Dr. R. venkatachalapathy. Head of chomistry department.

Dr. R. Venkatacholapatry

Staff membous

1) Sahana Poj. s dis

er Sankitha. L &

3) Sahana G - SM

HY Varsha N 20

56 Sowmya K.M. B

Proceedings

It Gustion paper for il internals & Commencement date

or Preparation of teaching plan

82 chemicals verification.

4) Practical las setting a colution preparotion.

Department of cremistry

A depositment nucling was conducted on 12/10/18 at 5 pm in 400 chamber. 400 ob churchtry Dr. R. Venkatachalapathy possibled the meeting.

All staff members hereby injolmed to attend meeting.

Dr. R. Venkata chalapathy HOD of chemistry

Staff members

- of Sahana Paj. S des
- of Soulitha. 1 De
- 3) Sahana G SM
- 11) Vorsha N
- 52 Sowrnya K.M. &

Proceedings

- y Practical examination... updates
- ar Preparation of teaching plan.
- 36 Question paper setting
- He Losb exam workdone statement preparation
- 5) Stock verification.

Department of chemistry

A meeting of staff members of the department es convenced on 17/12/18 at 12: 30 pm en HOD chamber.

All staff members are hereby informed to attend the meeting.

> or. R. Venkata chotapathy HOD chemistry

istaff members: -

1) Sahana Paj. S des

2) Sankitho R

3) Sahana G - Shy n) Vousha N

57 Sowmya N.M. 8

Proceeding.

- ie communament of even semister
- at commenament of practical classes
- 36 ofstribution of syllabus
- 4) Teme table preparation.
- 54 Distribution of workload.

18/01/2019 Department of Chemistry A department meeting is held on 18/01/2019 at 12 pm. in HOD chamber. All staff members are powerst in the meeting. MOD & chemistry, Dr. R. Venkatachalapathy provided the meeting. All staff members are present & the following points are discussed. Dr. R. Vinkatachatapathy HOD chemistry Agenda | Proceedings: (1) Review of documents negarding affiliation. 2) Review of stock books - Equipments, chemicals 2 glauwards. (3) Paper presentation in Seminar/Conferences. Staff members: Sahana Jaj. S (1) Samhotha R. De Sahana G. - I (3) Varsha N. A. Sonnya. K.M. & (6) Chethan M Kuskus Juntin Phareen T.M. S. (c)

Department of chemistry.

Department meeting washeld on 07.03.19 at 11.00 AM., in HOD chamber Dr. R. Nenkatachalappage passided the meeting.

-d to attend the meeting.

Dr. R. Ven Ketachalopathy H-D. D:

· proteedings of the meeting .:

- (i) preparation of practical exam timetable.
 - (1) Discussed about Third internal
- (3) Dates assigned for Relord submission for H.D.D Signature.
 - (4) Discussed about the leb setting for practical exams.

Staff Members,

(1) Sahana Taj. S

(a) Samhitha Mahima. L

(3) Sahana. Gr

(4) Varska N.

(5) SONNYA K.M &

Co) Dr. chethan My Kuskur Kushur

(7) PRAVEENA J.M. F.

Department of chemistry. A Departmental meeting was held on 20.05.19 at 1.00 pm in 4.0.0 chander. Dr. R. Venketachalapathy presided the neeting. All staff nemben vue hereby informed to attend the meeting. (Beginsteady Green Laguety) At De R. Verkatachatapaty H-0-D. . proterdings of the merting: * Distussed about the admission process. * Syllabor Distribution * Workload Calculation * Discussed about the Seminar Conducting process. I gent in granging call thankly by Staff Members! () Salara Taj-8 (Sanhtha Mahmal De W Sownya K.M & (4) Priaveona TM July Son 18 19 (S) Dr. Arjanega. K. (. Auf (6) Dr. Cheffian. M. Kuskur Junh Bahana. G. — Absent - unabse boothend 8 Varsha. N — Absent because notice medical

A department meeting convended on 4/8/18 at 10:30 Am in 400 chamber 4100 of department or R verkatachola -pathy presided the meeting.

point are discussed.

Dr. R. Venkata chatapathy HOD of chemistry

1) Time table preparation.

2 Syllabus Allotmont

32 Preparation of teaching plan.

staff members

1) Sahana Taj. S &

2) Sambtha & De

3) Sahana Gr - SM

4) Varsha N

5} Sowmya K.M. &

Depostment of chemistry

Chemistry : Sol...

A meeting of staff mombous of the department is convened on 14/8/18 at 12:30pm Pn +10D Chamber. Au the staff membous are hereby Proformed to attend meeting.

or. R. Venkatachatapathy. HOD chemistry

- of Commencement of antiernal assessment test
- 2) Stock book & stock verification.
- s) Preparing lab.
- At Preparation of practically time table

staff members.

- y Sahana Paj. S desi
- of Sanhthank De
- 37 Sahana Gi Sm
- 4) Varsha N 90
- 52 Sowmya K.M. &

Department of chamistry

Department meeting was hold on 20/9/18 at 4:30 pm. Au slaff members are powerent on meeting.

Meeting was psusified by Dr. R. venkatachalapathy. Head of chomistry department.

Dr. R. Venkatacholapatry

Staff membous

1) Sahana Poj. s dis

er Sankitha. L &

3) Sahana G - SM

HY Varsha N 20

56 Sowmya K.M. B

Proceedings

It Gustion paper for il internals & Commencement date

or Preparation of teaching plan

82 chemicals verification.

4) Practical las setting a colution preparotion.

Department of cremistry

A depositment nucling was conducted on 12/10/18 at 5 pm in 400 chamber. 400 ob churchtry Dr. R. Venkatachalapathy possibled the meeting.

All staff members hereby injolmed to attend meeting.

Dr. R. Venkata chalapathy HOD of chemistry

Staff members

- of Sahana Paj. S des
- of Soulitha. 1 De
- 3) Sahana G SM
- 11) Vorsha N
- 52 Sowrnya K.M. &

Proceedings

- y Practical examination... updates
- ar Preparation of teaching plan.
- 36 Question paper setting
- He Losb exam workdone statement preparation
- 5) Stock verification.

Department of chemistry

A meeting of staff members of the department es convenced on 17/12/18 at 12: 30 pm en HOD chamber.

All staff members are hereby informed to attend the meeting.

> or. R. Venkata chotapathy HOD chemistry

istaff members: -

1) Sahana Paj. S des

2) Sankitho R

3) Sahana G - Shy n) Vousha N

57 Sowmya N.M. 8

Proceeding.

- ie communament of even semister
- at commenament of practical classes
- 36 ofstribution of syllabus
- 4) Teme table preparation.
- 54 Distribution of workload.

18/01/2019 Department of Chemistry A department meeting is held on 18/01/2019 at 12 pm. in HOD chamber. All staff members are powerst in the meeting. MOD & chemistry, Dr. R. Venkatachalapathy provided the meeting. All staff members are present & the following points are discussed. Dr. R. Vinkatachatapathy HOD chemistry Agenda | Proceedings: (1) Review of documents negarding affiliation. 2) Review of stock books - Equipments, chemicals 2 glauwards. (3) Paper presentation in Seminar/Conferences. Staff members: Sahana Jaj. S (1) Samhotha R. De Sahana G. - I (3) Varsha N. A. Sonnya. K.M. & (6) Chethan M Kuskus Juntin Phareen T.M. S. (c)

Department of chemistry.

Department meeting washeld on 07.03.19 at 11.00 AM., in HOD chamber Dr. R. Nenkatachalappage passided the meeting.

-d to attend the meeting.

Dr. R. Ven Ketachalopathy H-D. D:

· proteedings of the meeting .:

- (i) preparation of practical exam timetable.
 - (1) Discussed about Third internal
- (3) Dates assigned for Relord submission for H.D.D Signature.
 - (4) Discussed about the leb setting for practical exams.

Staff Members,

(1) Sahana Taj. S

(a) Samhitha Mahima. L

(3) Sahana. Gr

(4) Varska N.

(5) SONNYA K.M &

Co) Dr. chethan My Kuskur Kushur

(7) PRAVEENA J.M. F.

Department of chemistry. A Departmental meeting was held on 20.05.19 at 1.00 pm in 4.0.0 chander. Dr. R. Venketachalapathy presided the neeting. All staff nemben vue hereby informed to attend the meeting. (Beginsteady Green Laguety) At De R. Verkatachatapaty H-0-D. . proterdings of the merting: * Distussed about the admission process. * Syllabor Distribution * Workload Calculation * Discussed about the Seminar Conducting process. I gent in granging call thankly by Staff Members! () Salara Taj-8 (Sanhtha Mahmal De W Sownya K.M & (4) Priaveona TM July Son 18 19 (S) Dr. Arjanega. K. (. Auf (6) Dr. Cheffian. M. Kuskur Junh Bahana. G. — Absent - unabse boothend 8 Varsha. N — Absent because notice medical

Department of chemistry

A Department of chemistry

Department of chemistry

Department of chemistry

I scheduled

Department of chemistry

D

Dr. R. Venkatackalapathy

Prolectings of the meeting.

* Distursed about the timetable

* finalised about the syllabus distribution.

* Distursed about the dates of Commentement

of practical classes.

* Distributed the lab-incharge block.

* Distributed the lab-incharge block.

Staff Manbers

It Sahano Taj. 5

It Sahano Taj. 5

It Sahana M

St Sahana M

It Nassha N

It Nassha N

It Solomya k M

It Proveen I M

It Dr. Chethan M kuskur

It Dr. Anjaneya k C

It Dr. Anjaneya k C

Department of chamietry All the Staff member are hereby informed to altend the Meeting on 14.08.19 at 12 Noon. H.O.D Will preside the meeting.

Da. R. Venkata Watapathy.

Pro Lee dings

1) Discussed about the syllabus jos I and I internals.

at finalised the allendance shortage list.

at Reviewed the progress of theory and practical classes.

Staff Members,

n Salana Taj-5 du at Sankitha Makima. A de Selana U - Spm. H Varsha N 51 SONMYAKH &

61 proveena 119

71 Dr. Chethan 19 Kuskur

81 Dr. Anjaneya K.i Dr

Department of Chemistry.

A meeting of stropp members is convened
on 19.09.19 at 10.30 D.H in 11.0.10 chamber.

11.0.10 will preside the meeting.

All staff members are hereby informed
to altered the meeting without fail.

Dr. R. Ven Katachstapathy

protectings.

protecolings.

I finalized the dates for practical examinate focussed about the Completion of syllabus.

It Reviewed the progress of departmental activities.

8 taff Members

of Sahana Paj. S

st Sandotha. R

st Vousha N

st Sownya. R. M

Shy

Sahana. G.

Department of Chemistry A departmental meeting was held on 04/11/2019 at 1:00 pm in H.O.D chamber. Dr. R. Venkatachalapathy presided the meeting. - All staff members were hereby informed to attend the meeting Dr. R. Venkatachalapathy H.O.D. Proceedings of the meeting: Calendel of events - from 2014 to 2019 -Baharo be Individual time table - soft copy - > 2014 T02019. * Course Fle in Allotment q syllabus. Trehethankuskur. (ii) Department Work load. (iii) Lab work. - Lab setlers. Sankitha. P. (iv) IA -i) Question papers - Taj (i) Seminors - > Voersha. N. Department time table. plan of Action - (i) Remidial class (ii) Invited lectures.

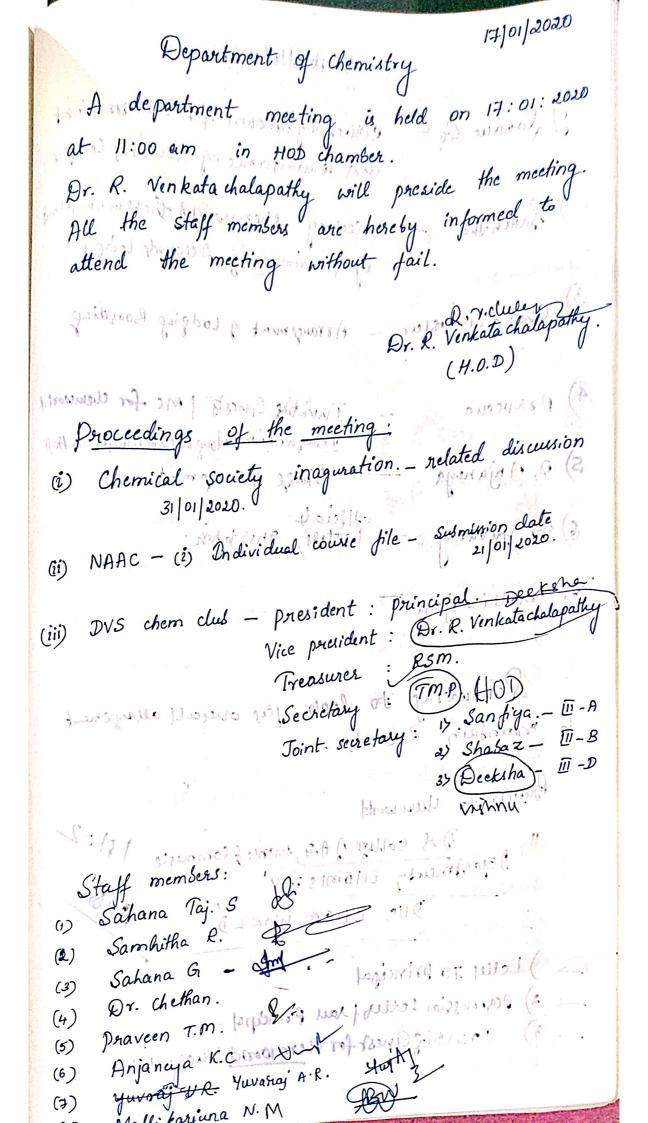
2019-20

(iii) Chemical Society.

Dr Anjaneys (iv) National Conference. MODEL COURSE FILE -> Praveena. TM. (6) Dr. Chethan & R (7) Dr. Anjaneya Art Staff members: (1) Sahana Paj. S (2) Samhitha Mahima R. P Sahana G. Vanha N 90. (3) Denavoen T.M Br.

Department of chemistry. A Departmental meeting is held on 13.11.19 at 10.20 A.H. in H.O.D Number Dr. R. Venkatacholopathy will preside the Meeting. All the staff members are hereby informed to allend the meeting. Dr. R. Yenkotachalopothy. (H.O.B) Protecdings of the meeting; it Distussed about the parparotion of lows + 1th at Syllabur dulaibation. 3) l'invetable preparation - CHR. 4) Lat Sellers, I Sem: KEA + VA IV Sem: RSH+ VN I Sems paper - 7 : TAJ + CHX paper-8 : HAP+GHS Dept library Updation: TASTRIA. 54 relowent. Stock Verification: Eq + glan Warer - RSH + VN - WHS+ YAJ. Chemilah (4) Vasshe. N & po Blass Hembers 16:5 DIE PROPERTY 1.4

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Work Alle	t ment
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Department of CHEMISTRY

Work allot ment

Setting & Laboratory for meetic Oxamuntary

D1: 4/3/2020

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1) Dr & recubett chalefoling D 6 " Sem Papy VIII. à) Suhano Toy Byplim bates All to 3) Samhithe At sem Sh Do Gu Cem Paper VII / 4 My Chothan Kuskuy Jugen Papel VIII Praveeus . TM Isen Dr gravary Discon. Laith g) mallikay'un NM -

The above South members please note fre allot ment of duty for paper setting the practiced. Praninchan. The entire responsibility of setting of Laboratory is of In charge reachers. Associate Professor & Head

Department of Chemistry p.V.S. College of Aris and Science SHIVAMOGGA-577 201

Department of Chemistry.

of department meeting is held on 16/07/2020 at 10:30 am in 410D chamber.

pr. R. Venkatachalapathy - HOD - Department y chemistry will pueside the meeting. All the staff members one pueside informed to attend the meeting without fail.

Dr. R. Venkataclalapathy
(H.O.D)

16/07/2020

Proceedings of the meeting:

(i) Regarding Allotment & admission duty

Monday } TAJ + TMP + KCA

Wednesday & GAMS + RSM. Thursday

Friday 1 YAR + CMK + NM. Sahuday)

Staff memsers Attended:

-) Sahana Paj. S
- 2) Samhitha M.R. 2
- 3) Sahana Gi SH
- 4) Praveen T.M. A.
- 5) Dr. Yurraj.
- Dr. Chethan M.K.

16/01/2021 Department of Chemistry. A department meeting 1 held on 16/01/2021 at 3:30 pm in HOD-chambel.

pr. R. Venkatachalapathy - HOD of chemistry will preside meeting. All the staff-members one hereby the attend the meeting without fail.

Dr. R. Venkatachalapathy HOD.

Agenda of the meeting:

(i) Preparation of Department time table.

(ii) Allotment of workload. (iii) Start of practical lab for I B.Sc.

(iv) Dairy submission every month.

(v) Dairy submission every month.

(v) Allotment of Lab-setteng work.

(vi) Stock verification

Staff members attended.

(1) Sahana Paj. S

(2) Samhitha M.R.

(3) Sahana Gi.

Praveen T.M.

(5) Dr. Anjanya. XXX

Department of Chemistry. A department meeting is held on 19/01/2021 at Prenkatachalapouthy - HOD y chemistry will preside preside meeting. All the staff members are informed to the meeting without fail-Dr. R. Venkatachalopathy J.R. HOD Agenda of the meeting: Work allotment for practicals. (Regular) NAAC work - documentation. (iii) Department profile. Submission of Individual Time table. Shock verification work allotment. Las retters: I B.Sc -1, Dr. Anjaneya Dr. Las retters: I B.Sc -2) Dinesh P. Practicals work allotment II B.Sc - (1) Sahana G. (2) Praveen T.M. I. III B.Sc - paper: V - (1) Dr. R. Venkata chalapathy (3) Madhura D.R. Qui paper: VI - (1) Sahana Paj.S. S.

Stock verification work.	
(i) Equipments stock: (1) Dr. Anjaneya. Def (2) Radhika M. Hods	
(3) Chemicals stock: (1) Praveen T.M. A. (3) Chemicals stock: (1) Dinesh. P. (4) Sahana Taj. S. (4) Sahana G Spr. (4) Furniture Stock: (1) Dr. R. Venkatachalapathy	
Experience popular duck time table. Subminion & Individual time table.	
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(ii)

A department meeting is scheduled on 09/02/2021 at 1:30 pm in HOD. chambee.

Dr. R. Venkalachalapathy - HOD of chemistry preside the meeting. All the staff members are informed to attend the meeting without fail.

Dr. R. Venkataibalapathy HOD.

Agenda of the meeting:

- (1) Completion of theory and practical clauses.
- (2) I internals assersment papers evalulation work.
- (3) I internals marks entry & entry in marks list

 I A marks entry allotment:

I semester - PCM + CBZ - Dr. Anjaneya + Dinesh-P

III semester - PCM + CBZ - Radhika + Madhwa + TMP

V Semester - Pcm + CBZ - Schana Taj + Samhitha M.R. + Sahana G.

Staff members attended:

(3) Sahana Paj.s - Si

(2) Samhitha M.R.

(3) Sahana 9 — (A)

(4) Praveen T.M.

(5) pr. Anjaneya. - Duj

(6) Radhika M. - Floy

(#) Dinesh. P. - Deneshof

Department of Chemistry 18/3/2021 A department meeting is held on 18/3/2021 at 1:15 pm in Hod-chamber. Dr. R. Venkatachala pathy - HOD of Chemistry preside the meeting. All the staff-members are informed to attend the meeting without fail. Dr. R. Venkata chalapathy Agenda of the meeting: i) Review of completion of syllabus. 2) Practical time-table preparation. 3) IA - marks entry. 4) Practical lab-enam, los-setting 5) Finalization of experiments to be set for lab-exame. Discussion: 1) HOD- neviewed the completion of nyllabus from the staff - memsers. 2) HOD - instructed to preparer the practical time-table & alloted the lab-retting work for respective los- setters & Finalize the experiments to set for las exam 3) Reviewed the evaluation of I, II & III internal tests and alloted the work of IA-marks entry Staff members attended: (5) Dinesh P-W Sahana Paj. S - di (6) Radhika M_ (2) Samhitha M.R. - Q (3) Sahana G - A. (4) DrallAnganeya-Ly

Department of Chemistry. 14/07/2021 A department meeting is held on 14/7/2021 at 3:15 pm in HOD-chamber. Dr. R. Venkata chalapathy - HOD of chemistry preside the meeting. All the staff-members are in formed to attend the meeting without fail. Dr. Venkatachalapathy & Agenda q the meeting: 1) Reduction of experiments number for practical examination. 2 To follow sop rules during examination. 3 Stock verification & write off of instruments. (4) Updated documents for affiliation. (5) Practical botch preparation & Eslution preparation. 1) HOD - instructed all the faculty members to follow the sop and rules for smooth conduction g practical examination. 1 HOD - Alloted the members for stock verification & for updation à documents for affiliation. Staff members: present (5) Dinesh. P. Do (1) Sahana Paj. S (2) Samhitha M.R. (3) Sahana G. M. (4) Dr. Anjaneya. K.C. Dr

Department of Chemistry. A department meeting is held on 14/7/2021 at 3:15 pm in HOD-chamber. Dr. R. Venkala chalapathy - HOD of chemistry posside the meeting. All the staff-members are in Joined to attend the meeting without fail. Dr. Venkatachalapathy & Agenda of the meeting: 1 Reduction of experiments number for Practical examination. 2) To follow sop rules during enamination. 3) Stock verification & write off of instruments. (4) Updated documents for affiliation. 6) Practical botch preparation & colution preparation. 1 HOD - instructed all the faculty members to follow the sop and rules for smooth conduction g practical examination. HOD - Alloted the members for stock verification & for updation q documents per affiliation. Staff members: present (5) Dinesh. P. Dro (1) Sahana Taj-S (2) Samhitha M.R. (3) Sahana G. Dr. Anjaneya. K.C. Du

Department Meeling 06 /09/3021 A department meeting is held on 06/01/2021 at 3:00 pm in HOD - chamber. - Dr R. Venkatachalapathy - HOD of chemistry preside the meeting. All the staff-members are informed to attend the meeting without fail. . P. v. club Dr. Venkatachalapathyk Agendaise proceedings: (1) First IA test, evaluation work, to-talling and Third IA test date fiscation and allotment of faculty entry. members for Internal test assessment entry. - KCA II Sum - TMP + DP Evaluation) V Sem - HMS + RM Totalling VI Sem - paper-7 } MJ+Rsm + Gms
Paper-8 Marki entry allot ment -Completion of theory portion on online @ Offline mode. Allotment of remaining practical experiments: (3) Complex preparation - TAJ + RSM + GMS + RM. (4) Ore analysis - TMP + KCA + DP + HMS Practical exam related work allotment. Time table - preparation - TMP + DP (5) Lab- setting - paper-7 - TAJ+RSM+GMS paper - 8 - HMS + RM

Third IA - test date & is finialized to be held on 15/09/2021 - 10-11 - II sem + paper-7 12-1 - IV seron + paper-8 Perfect to the that I there is a committed of the * Third IA syllabus is same as second internal S I den del march assessment test.

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Staff - members present = 1 Sahana Paj. S -

- Samhitha M.R. P. P. 1999
- Sahana G. _ SM
- (4) Dr. Santhosh. H.M. Selt HM.
- (5) Dineth. P. tons times the -- important and and

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25/09/2021 Deportment of Chemistry A department meeting is held on as | 09/2021 at 11:00 cm in HOD-damber. Dr. R. Venkatadalapathy - HOD of chemistry presided the meeting. All the staf-members are informed to attend the meeting without fail. Dr. Verkatachalapathy R. 1) Documentation for Alliation process. & voudication. f genda = (2) Updation of individual profile for of all the faculties. (3) Update teacher's diary with signature. 4) Updation of Remedial classes and online classes conducted by the faculty members during 2020-21. what told to been tothe it in 1) HOD-department of chemistry instructed all the family member to update the required documents & update the individual profile & teacher's diary as pu the affiliation process. (2) HOD - Alloted the members for documentation and updation. Hill destant all mad Staff members present: 1) Dr. Shivishankar M Kinnel War. (3) Dr. Santhosh. (3) Dinesh. P

(1) Radhika m - Roger

to reached as in Mad Notice protessor toring A) start meeting is convened on Thursday, 07/10/2021 at 10.00 am to discuss the present admission Statistics and steps to improve admission.

DA. Vinkatachalapathy. P. . Holy kindles prilong

Agenda of the meeting:

07/10/2021

* Measures to be taken in order to increase the number of admissions.

The meeting passided by H.O.D Sharply Commenced at 10.00 am and the following were the outcome of the faculty members Signed below.

To advutise the achievements of our college, Students in past few years in various média.

of To Create the awareness Regarding the Placements donc in Plevious years.

3) To promote the passed out students to convey about the facilities of our collège.

ref Request du the staff of our collège to display the beochuse of admissions in their whatsapp states and to Shale among their contacts

5) To display the bannes in public placess.

- HOD Faculty members Dá. Santosh. H.M. a) Da. Shivashaukar Mikinnal - 50

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3) Desha. P. - In - 3 1/2 Control of State of

to reacheder no lad Notice protoner 4) Staff meeting is Convened on Thursday, 07/10/2021 at 10.00 am to discuss the present admission Statistice and steps to improve admission.

Dr. Venkatachalaparthy. R.

Agenda of the meeting:

first out fail.

07/10/2021

* Measures to be taken in order to increase the number of admissions.

The meeting passided by HO.D Sharply Commenced at 10.00 am and the following were the outcome of the faculty members Signed below.

To advertise the achievements of our college. students in past few years in various média.

2) To Create the awareness Regarding the Placements done in Plevious years.

3/ To promote the passed out students to convey about the facilities of our collège.

tel Request au the staff of our collège to display tre beochuse of admissions in their whatsapp states and to Shale among

widesless symmetries contacts 5) To display the bannes in public placess.

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 30-06-2016

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

Ref: CHEMISTRY/01/2016-17

Notice for conducting 1ST Department meeting for the academic year 2016-17

Dear Sir/Madam,

The first department meeting for the academic year 2016-17 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 30-06-2016

Time: 04.00 PM

Venue: HOD Chamber

Associate Professor & Head

Department of Chemistry D.V.S. College of Arts and .

SHIVAMOGGA-577 29;



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

FIRST MEETING OF DEPARTMENT OF CHEMISTRY

Date: 30-06-2016

Time: 4.00 PM

AGENDA:

- 1. Time Table Preparation
- 2. Syllabus Distribution
- 3. Department workload calculation
- 4. Commencement of Practical Classes and Lab Setting

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 1.1

To discuss about the preparation of Time Table

The members in the meeting discussed regarding time table for the odd semesters and HOD finalize the time table

AGENDA 1.2

To discuss regarding Syllabus Distribution

The members discussed regarding the syllabus distribution and HOD allotted the syllabus to the members

AGENDA 1.3

To discuss about the Department workload

The members discussed regarding department work load and HOD distributed the department work for the members

AGENDA 1.4

To discuss regarding the Commencement of Practical Classes and Lab Setting

The members discussed regarding commencement of practical classes and lab setting and HOD finalized the department dates for practical classes commencement and allotted the lab setting work



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Academic Year: 2016-17

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 1.1 to 1.4

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

R. V. Clule Signature

Associate Professor & Head

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Academic Year: 2016-17

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 10-08-2016



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

Ref: CHEMISTRY/02/2016-17

Notice for conducting 2nd Department meeting for the academic year 2016-17

Dear Sir/Madam,

The second department meeting for the academic year 2016-17 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 10-08-2016

Time: 11.00AM

Venue: HOD Chamber

Signature

NGD of Chemist Chemistry Co.V.S. College of Arts and 1 ce SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

SECOND MEETING OF DEPARTMENT OF CHEMISTRY

Date: 10-08-2016

Time: 11.00AM

AGENDA:

1. Discussion about question paper setting for I IA test

2. Review of progress of theory and practical classes

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 2.1

ToDiscussion about question paper setting for I IA test

The members in the meeting discussed regarding syllabus and question paper setting of chemistry for I IA test and HOD finalized the syllabus

AGENDA 2.2

To discuss about the review of progress of theory and practical classes

The members discussed regarding the stock verification and HOD allotted the stock verification work to members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 2.1 to 2.2.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Department of Chemistry

D.V.S. College of Arts and Science
SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 08-09-2016



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

Ref: CHEMISTRY/03/2016-17

Notice for conducting 3rd Department meeting for the academic year 2016-17

Dear Sir/Madam,

The third department meeting for the academic year 2016-17 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 08-09-2016

Time: 4.00PM

Venue: HOD Chamber

Associate Professor & Head
Defront of Chemist
Defront of Chemist
D.V.S. College Chamistry Science

D.V.S. College Chamistry 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

THIRD MEETING OF DEPARTMENT OF CHEMISTRY

Date: 08-09-2016

Time: 4.00PM

AGENDA:

- 1. Discussion about syllabus and question paper of II Internal Test
- 2. Completion of the syllabus and practical classes

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 3.1

To Discussion about syllabus and question paper of II Internal Test

The members in the meeting discussed regarding syllabus and question paper setting of chemistry for II internal test and HOD decided the syllabus for internal

AGENDA 3.2

To discuss about completion of the syllabus and practical classes

The members discussed regarding completion of both theory and practical classes and HOD gave instructions to complete syllabus

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 3.1 to 3.2

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

ACHOPACE Chemistry Head Department of Chemistry D.V.S. College of Arts and Science

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Academic Year: 2016-17

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 05-10-2016



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

Ref: CHEMISTRY/04/2016-17

Notice for conducting 4th Department meeting for the academic year 2016-17

Dear Sir/Madam,

The fourth department meeting for the academic year 2016-17 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 05-10-2016

Time: 11.00AM

Venue: HOD Chamber

Associate Professor & Ho- 1 Department of Che D.V.S. College of Chemistry

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

FOURTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 05-10-2016 Time: 11.00AM

AGENDA:

- 1. Conduction of III IA test, syllabus and discussion about commencement date
- 2. Commencement of practical exams and preparation of practical exam time table and lab setting

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 4.1

To discuss about conduction of III IA test, syllabus and discussion about commencement date

The members in the meeting discussed regarding conduction of III IA test and syllabus for it and HOD finalized the date and syllabus for III IA test

AGENDA 4.2

To discuss about Commencement of practical exams and preparation of practical exam time table and lab setting

The members discussed regarding the commencement of practical exams, time table and ab out lab setting and HOD allotted the work to members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 4.1 to 4.2.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

RVCCLULU Signature

(HOP Dickenfistry) & Head Department of Chemistry

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D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 22-12-2016



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

Ref: CHEMISTRY/05/2016-17

Notice for conducting 5th Department meeting for the academic year 2016-17

Dear Sir/Madam,

The fifth department meeting for the academic year 2016-17 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 22-12-2016

Time: 4.00 PM

Venue: HOD Chamber

Associate Professor & संस्कृत Demoder Chemistry
D.V.S. College of Arts and

SHIVAMOGGA-577 292



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

FIFTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 22-12-2016 **Time:** 4.00PM

AGENDA:

- 1. Time Table Preparation
- 2. Syllabus distribution
- 3. Commencement of Practical Classes

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 5.1

To discuss about the preparation of time table

The members discussed regarding department time table and HOD distributed department work for the members

AGENDA 5.2

To discuss about the distribution of syllabus

The members in the meeting discussed regarding distribution of syllabus and HOD distributed the syllabus to the members

AGENDA 5.3

To discuss about the Commencement of Practical Classes

The members discussed regarding commencement of practical classes and practical time table and HOD distributed the department work for the members

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 5.1 to 5.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

R v Cheleg

A (ELLO Ditor Chemistry) Head Department of Chemiston

D.V.S. College of Arts arr SHIVAMOGGA-577 . .



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Academic Year: 2016-17

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 09-01-2017



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

Ref: CHEMISTRY/06/2016-17

Notice for conducting 6^{th} Department meeting for the academic year 2016-17

Dear Sir/Madam,

The sixth department meeting for the academic year 2016-17 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 09-01-2017

Time: 11.00AM

Venue: HOD Chamber

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Associate Professor & Head
Department of Chemistry

D.V.S. College of Arts and Science
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Academic Year: 2016-17

SIXTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 09-01-2017

Time: 11.00AM

AGENDA:

- 1. Finalization of the time table
- 2. Finalization of syllabus distribution and completion of syllabus
- 3. Commencement of practical classes and about practical exams
- 4. Question Paper setting and syllabus of I IA test
- 5. Review about theory classes progress

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 6.1

To discuss about the Finalization the time table

The members in the meeting discussed regarding the finalization of time table and HOD finalized the time table and allotted the department work to the members

AGENDA 6.2

To discuss about the Finalization of syllabus distribution and completion of syllabus

The members discussed regarding the Finalization of syllabus distribution and completion of syllabus and HOD finalized the syllabus distribution and instructed to the members to complete the syllabus within date

AGENDA 6.3

To discuss about Commencement of practical classes and about practical exams

The members discussed regarding commencement of practical classes and about practical exams and HOD gave instructions to members and finalized the date of commencement of practical classes



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Academic Year: 2016-17

AGENDA 6.4

To discuss about Question Paper setting and syllabus of I IA test

The members discussed regarding Question Paper setting and syllabus of I IA test and HOD allotted the work to members and finalized the syllabus for I IA test

AGENDA 6.5

To discuss about the review of theory classes progress

The members discussed regarding the review of theory classes progress HOD gave instruction to the members about theory classes

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 6.1 to 6.5

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

A U Chille Signature

Department of Chemistry

D.V.S. College of Chemistry

Belivamogga-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 08-02-2017



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

Ref: CHEMISTRY/07/2016-17

Notice for conducting 7th Department meeting for the academic year 2016-17

Dear Sir/Madam,

The seventh department meeting for the academic year 2016-17 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 08-02-2016

Time: 4.00 PM

Venue: HOD Chamber

Signature
Associate Professor & Head
Department of Chenistry

5.V.S. Conlege of Chemistry Science
SHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2016-17

SEVENTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 08-02-2017

Time: 04.00PM

AGENDA:

- 1. Question Paper setting for II IA test
- 2. Completion of theory classes and practical classes

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 7.1

To discuss about Question Paper setting for II IA test

The members in the meeting discussed about question paper setting for II IA test and the syllabus for II IA and HOD finalized the syllabus and allotted the related work to members

AGENDA 7.2

To discuss about completion of theory classes and practical classes

The members in the meeting discussed regarding the completion of theory and practical portions and HOD gave instruction to the members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 7.1 to 7.2.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

E(E) College of Arts and School

SHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 20/04/2017



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/01/2017-18

Notice for conducting 1ST Department meeting for the academic year 2017-18

Dear Sir/Madam,

The first department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 20-04-2017

Time: 10:30 AM

Venue: HOD Chamber

Signature
Associate Professor & Head
DepaHADhorochemistry

D.V.S. College of Arts and Sc SHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

FIRST MEETING OF DEPARTMENT OF CHEMISTRY

Date: 20-04-2017

Time: 10.30AM

AGENDA:

- 1. Work load Calculation
- 2. Syllabus Distribution
- 3. Stock Verification
- 4. Time Table Preparation
- 5. Workload of Sahana G has been distributed among staff members

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 1.1

To discuss about the Work load Calculation

The members in the meeting discussed regarding the Work load Calculation and HOD finalize the workload

AGENDA 1.2

To discuss regarding Syllabus Distribution

The members discussed regarding the syllabus distribution and HOD allotted the syllabus to the members

AGENDA 1.3

To discuss regarding the Stock Verification

The members discussed regarding the Stock Verification of chemicals, glassware and equipments and HOD allotted the work to the members.



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

AGENDA 1.4

To discuss regarding the preparation of time table

The members discussed regarding the preparation of time table and HOD allotted the work to members

AGENDA 1.5

To discuss regarding the distribution of Sahana G (maternity leave) workload to members

The members discussed regarding the distribution of Sahana G workload (remaining workload) to the staff members and HOD allotted the work to the members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 1.1 to 1.5.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Associate Professor & Head

Department of Chemistry

D.V.S. College of Arts amistry

SHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 12-07-2017



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/02/2017-18

Notice for conducting 2nd Department meeting for the academic year 2017-18

Dear Sir/Madam,

The second department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 12-07-2017

Time: 11.00 AM

Venue: HOD Chamber

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D.V.S. College Chemistry

D.V.S. College Chemistry

CHYNNOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

SECOND MEETING OF DEPARTMENT OF CHEMISTRY

Date: 12-07-2017

Time: 11.00AM

AGENDA:

- 1. Question paper setting and discussion of syllabus for I and II Internal Assessment Tests
- 2. Submission of Teaching Plan
- 3. Review of progress of teaching and syllabus

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 2.1

To Discuss about Question paper setting and discussion of syllabus for I and II Internal Assessment Tests

The members in the meeting discussed regarding Question paper setting and about syllabus for I and II Internal Assessment Tests and HOD finalized the syllabus and allotted the work to members

AGENDA 2.2

To discuss about the Submission of Teaching Plan

The members discussed regarding the Submission of Teaching Plan and HOD instructed to the members

AGENDA 2.3

To discuss regarding the Review of progress of teaching and syllabus

The members discussed about Review of progress of teaching and syllabus and HOD gave instructions to the members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 2.1 to 2.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

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Department of Chemistry
D.V.S. College of Arts and Scie 163
SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 25-08-2017



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/03/2017-18

Notice for conducting 3rd Department meeting for the academic year 2017-18

Dear Sir/Madam,

The third department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 25-08-2017

Time: 10.30AM

Venue: HOD Chamber

Signature
Signature
Assignate Professor & Head
Department Chémistry
Department Arts and S.

N.V.S. College of Arts and S.

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

THIRD MEETING OF DEPARTMENT OF CHEMISTRY

Date: 25-08-2017

Time: 10:30AM

AGENDA:

- 1. About practical exams
- 2. Preparation of solutions and lab setting in charge allotment
- 3. Stock Verification

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 3.1

To Discussion about practical exams

The members in the meeting discussed regarding list of experiments in practical exams and HOD gave instructions to members and finalized the list of experiments

AGENDA 3.2

To discuss about Preparation of solutions and lab setting in charge allotment

The members discussed regarding Preparation of solutions and lab setting in charge allotment and HOD allotted the lab setting work to the members

AGENDA 3.3

To discuss about Stock Verification

The members discussed regarding all stock verification and HOD allotted the work to members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 3.1 to 3.3

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature Associate Professor & Head

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Department of Chemistry College of Arts and Science

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 20-09-2017



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/04/2017-18

Notice for conducting 4th Department meeting for the academic year 2017-18

Dear Sir/Madam,

The fourth department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 20-09-2017

Time: 10.00AM

Venue: HOD Chamber

Associate Professive & Head

Department of Chemistry

D.V.S. College of Chemistry

SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

FOURTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 20-09-2017

Time: 10.00AM

AGENDA:

- 1. Commencement of Practical Exams
- 2. Review of Syllabus Completion
- 3. Preparation of Practical Exam Time Table
- 4. Review of teaching plan

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 4.1

To discuss about Commencement of Practical Exams

The members in the meeting discussed regarding commencement of practical exams and HOD gave some instructions about practical exams and finalized the dates of exams

AGENDA 4.2

To discuss the Review of Syllabus Completion

The members discussed regarding the review of syllabus completion and HOD gave instructions to members to complete portions

AGENDA 4.3

To discuss about the Preparation of Practical Exam Time Table

The members discussed regarding the Preparation of Practical Exam Time Table and HOD allotted the work to members



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Academic Year: 2017-18

AGENDA 4.4

To discuss about the Review of teaching plan

The members discussed regarding the Review of teaching plan and HOD gave instructions members about teaching plan.

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 4.1 to 4.4.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature, & Head
Associate Professe, & Head
HODING Chemistry
Department of Arts and Science
D.V.S. College of Arts and Science
SHIVAMOGGA-577 201



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Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES DATE: 16-10-2017

DATE: 10-10-201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/05/2017-18

Notice for conducting 5th Department meeting for the academic year 2017-18

Dear Sir/Madam,

The fifth department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 16-10-2017

Time: 4.00 PM

Venue: HOD Chamber

Signature

Signature

Associate Professor & Herrist

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

FIFTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 16-10-2017

Time: 4.00PM

AGENDA:

1. Question Paper Setting for I and II IA tests

2. Review of teaching plan

3. Preparation of Solutions and lab setting in charge for practical exams

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 5.1

To discuss about Question Paper Setting for I and II IA tests

The members in the meeting discussed regarding Question Paper Setting for I and II IA tests and HOD finalized the portions for syllabus for IA tests and allotted the work to the members

AGENDA 5.2

To discuss about the Review of teaching plan

The members discussed regarding the Review of teaching plan and HOD gave instructions to members

AGENDA 5.3

To discuss about the preparation of Solutions and lab setting in charge for practical exams. The members discussed regarding the preparation of solutions and lab setting in charge for practical exams and HOD allotted the work to members as in charge for lab setting of I,III and V semesters

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 5.1 to 5.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Associate Professor Denotore refinite vistry D.V.S. College of Arts and Science

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 20-12-2017



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/06/2017-18

Notice for conducting 6th Department meeting for the academic year 2017-18

Dear Sir/Madam,

The sixth department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 20-12-2017

Time: 4.30PM

Venue: HOD Chamber

Signature

Signature

Associate Professor

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Academic Year: 2017-18

SIXTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 20-12-2017

Time: 4.30PM

AGENDA:

- 1. Calculation of Department Workload
- 2. Distribution of workload and syllabus to members
- 3. Preparation of teaching plan to even semesters

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 6.1

To discuss about Department Workload

The members in the meeting discussed regarding the department workload and HOD gave instructions to members about workload

AGENDA 6.2

To discuss about the Distribution of workload and syllabus to members

The members discussed regarding the Distribution of workload and syllabus to members and HOD allotted the syllabus and workload to members

AGENDA 6.3

To discuss about the preparation of teaching plan to even semesters

The members discussed regarding the preparation of teaching plan to even semesters and HOD gave instructions to members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 6.1 to 6.3

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

AHODOT Cheffistry Head
Department of Chemist v

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Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 18-01-2018



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/07/2017-18

Notice for conducting 7th Department meeting for the academic year 2017-18

Dear Sir/Madam,

The seventh department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 18-01-2018

Time: 4.00PM

Venue: HOD Chamber

Signature & Professor & Profes



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

SEVENTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 18-01-2018

Time: 4.00PM

AGENDA:

- 1. Commencement of Practical classes
- 2. Review of teaching plan
- 3. About requirement of chemicals and glassware
- 4. Stock Verification

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 7.1

To discuss about the Commencement of Practical classes

The members in the meeting discussed about the Commencement of Practical classes and HOD finalized the dates and allotted the time table preparation work to members

AGENDA 7.2

To discuss the Review of teaching plan

The members in the meeting discussed regarding the Review of teaching plan and HOD instructions to members

AGENDA 7.3

To discuss about the requirement of chemicals and glassware

The members in the meeting discussed about the requirement of chemicals and glassware and HOD finalized list of chemicals and glassware

AGENDA 7.4

To discuss about the Stock Verification

The members in the meeting discussed about the Stock Verification and HOD allotted the in charge work to members



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Academic Year: 2017-18

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VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 7.1 to 7.4.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Associate Professor 2 1511

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 12-02-2018



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/08/2017-18

Notice for conducting 8th Department meeting for the academic year 2017-18

Dear Sir/Madam,

The eighth department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 12-02-2018

Time: 10:00 AM

Venue: HOD Chamber

Associate Professor & Head

Associate Professor & Head

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C.V.S. College of Arts

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

EIGHTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 12-02-2018

Time: 10:00AM

AGENDA:

- 1. Question Paper setting and syllabus for I IA test
- 2. Review of teaching plan

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. **PROCEEDINGS:** Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 8.1

To discuss about the Question Paper setting and syllabus for I IA test

The members in the meeting discussed about the Question Paper setting and syllabus for I IA test and HOD finalized the syllabus and allotted the work to members

AGENDA 8.2

To discuss the Review of teaching plan

The members in the meeting discussed regarding the Review of teaching plan and HOD instructions to members

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 8.1 to 8.2

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members

QU Chile Signature

Associate Professor & Head

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 16-03-2018



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/09/2017-18

Notice for conducting 9th Department meeting for the academic year 2017-18

Dear Sir/Madam,

The ninth department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 16-03-2018

Time: 4:30PM

Venue: HOD Chamber

Signature

Sep HOD of Chemistry



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

NINTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 16-03-2018

Time: 4.30 PM

AGENDA:

- 1. Completion of Valuation of I IA booklets
- 2. Question Paper setting and syllabus for II IA test
- 3. Review of teaching plan

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. PROCEEDINGS: Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 9.1

To discuss about the Completion of Valuation of I IA booklets

The members in the meeting discussed about the Completion of Valuation of I IA booklets and HOD gave instructions to members about completion of valuation of I IA papers

AGENDA 9.2

To discuss about the Question Paper setting and syllabus for II IA test

The members in the meeting discussed about the Question Paper setting and syllabus for II IA test and HOD finalized the syllabus and allotted the work to members

AGENDA 9.3

To discuss the Review of teaching plan

The members in the meeting discussed regarding the Review of teaching plan and HOD instructions to members

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 9.1 to 9.3

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

D.W.S. College of Arts and Service SHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

D.V.S. COLLEGE OF ARTS, SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 16-04-2018



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

Ref: CHEMISTRY/10/2017-18

Notice for conducting 10th Department meeting for the academic year 2017-18

Dear Sir/Madam,

The tenth department meeting for the academic year 2017-18 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 16-04-2018

Time: 11.00AM

Venue: HOD Chamber

Signature

Association of Chemistry

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

TENTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 16-04-2018

Time: 11.00AM

AGENDA:

- 1. Commencement of Practical Exams
- 2. Commencement of III IA and Question Paper setting and syllabus for III IA test
- 3. Review of teaching plan
- 4. Preparation of solutions for practical examination

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 10.1

To discuss about the Commencement of Practical Exams

The members in the meeting discussed about the Commencement of Practical Exams and HOD finalized the dates of practical exams

AGENDA 10.2

To discuss about the Commencement of III IA and Question Paper setting and syllabus for III IA test

The members in the meeting discussed about the Question Paper setting and syllabus for III IA test and HOD finalized the syllabus and date of III IA test

AGENDA 10.3

To discuss about the Review of teaching plan

The members in the meeting discussed regarding the Review of teaching plan and HOD gave instructions to members about teaching plan



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2017-18

AGENDA 10.4

To discuss about the Preparation of solutions for practical examination

The members in the meeting discussed regarding the Preparation of solutions for practical examination and HOD allotted the lab setting in charge work to members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 10.1 to 10.4

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature 1903

Associate Professor

Associate Prof

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 04-06-2018



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

Ref: CHEMISTRY/01/2018-19

Notice for conducting 1ST Department meeting for the academic year 2018-19

Dear Sir/Madam,

The first department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 04-06-2018

Time: 10.30 AM

Venue: HOD Chamber

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Associat HOD of Chemistry

Department of Arts and

C.V.S. College of Arts and

CHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

FIRST MEETING OF DEPARTMENT OF CHEMISTRY

Date: 04-06-2018 Time: 10.30AM

AGENDA:

- 1. Time Table Preparation
- 2. Syllabus Distribution
- 3. Preparation O Teaching Plan

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 1.1

To discuss about the preparation of Time Table

The members in the meeting discussed regarding time table for the odd semesters and HOD finalize the time table

AGENDA 1.2

To discuss regarding Syllabus Distribution

The members discussed regarding the syllabus distribution and HOD allotted the syllabus to the members

AGENDA 1.3

To discuss regarding the Preparation Of Teaching Plan

The members discussed regarding the preparation of teaching plan and HOD gave instructions for the member about plan of teaching

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 1.1 to 1.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members

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Ass(HOD of Chemistry) ead Department of Chemistry D.V.S. College of Arts and Charge SHIVAMOGGA-577 Cha

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 14-08-2018



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

Ref: CHEMISTRY/02/2019-20

Notice for conducting 2nd Department meeting for the academic year 2018-19

Dear Sir/Madam,

The second department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 14-08-2018

Time: 12.30PM

Venue: HOD Chamber

Signature ad Associat HOD of Chemistry
Department of Chemistry
D.V.S. College of Arts and Springer of Shivamogga-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

SECOND MEETING OF DEPARTMENT OF CHEMISTRY

Date: 14-08-2018

Time: 12.30PM

AGENDA:

- 1. Commencement and syllabus Of II Internal Assessment Tests
- 2. Stock Verification
- 3. Lab Setting
- 4. Preparation of Practical Time Table

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 2.1

To Discussion about Commencement and syllabus Of II Internal Assessment Tests

The members in the meeting discussed regarding commencement and syllabus of chemistry for II IA test and HOD finalized the syllabus

AGENDA 2.2

To discuss about Stock Verification

The members discussed regarding the stock verification and HOD allotted the stock verification work to members

AGENDA 2.3

To discuss regarding Commencement of Practical Classes and Lab Setting

The members discussed regarding commencement of practical classes and lab setting and HOD finalized the department dates for practical classes commencement and allotted the lab setting work



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

AGENDA 2.4

To discuss about the Preparation of Practical Time Table and lab batches

The members discussed regarding the preparation of practical time table and batches and HOD gave the instructions to the members and allotted the work for members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 2.1 to 2.4.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Ass((HOD of Chemistry)

Department of Arts are Section of Arts are Section

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 20-09-2018

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

Ref: CHEMISTRY/03/2019-20

Notice for conducting 3rd Department meeting for the academic year 2018-19

Dear Sir/Madam,

The third department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 20-09-2018

Time: 4.30PM

Venue: HOD Chamber

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

THIRD MEETING OF DEPARTMENT OF CHEMISTRY

Date: 20-09-2018

Time: 4.30PM

AGENDA:

- 1. Discussion about syllabus and question paper of III Internal Test
- 2. Preparation of teaching plan for remedial classes
- 3. Chemicals Stock Verification
- 4. Practical Lab setting in charge and time table for practical exams

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 3.1

To Discussion about syllabus and question paper of III Internal Test

The members in the meeting discussed regarding syllabus and question paper setting of chemistry for III internal test and HOD decided the syllabus for internal

AGENDA 3.2

To discuss about Preparation of teaching plan for remedial classes

The members discussed regarding the preparation of teaching plan for remedial classes for slow learners and HOD allotted the class and planned about remedial classes

AGENDA 3.3

To discuss the Chemicals Stock Verification

The members-discussed regarding the chemicals stock verification and HOD allotted the work for members

AGENDA 3.4

To discuss the Practical Lab setting in charge and time table for practical exams

The members discussed regarding the lab setting in charge and practical exams dates and time table and HOD allotted the work for members



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 3.1 to 3.4.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

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Department of Chemistry)

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 12-10-2018



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

Ref: CHEMISTRY/04/2018-19

Notice for conducting 4th Department meeting for the academic year 2018-19

Dear Sir/Madam,

The fourth department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 12-10-2018

Time: 5.00PM

Venue: HOD Chamber

Signature
Associate Professor & Perf
Department of Chambers
B. V.S. (HOD) of Chemistry

SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

FOURTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 12-10-2018

Time: 05.00PM

AGENDA:

1. Practical Exam updates

- 2. Preparation of teaching plan for remedial classes after practical exams
- 3. Question Paper Setting
- 4. Preparation of Work Done of Practical exam
- 5. Stock Verification

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 4.1

To discuss about Practical Exam updates

The members in the meeting discussed regarding practical exams and HOD gave some instructions about practical exams

AGENDA 4.2

To discuss about preparation of teaching plan for remedial classes after practical exams

The members discussed regarding the preparation of teaching plan for remaining remedial classes for slow learners and HOD allotted the class and planned about remedial classes

AGENDA 4.3

To discuss about Question Paper Setting of university

Those who are allotted for question paper setting by Kuvempu University are discussed about question setting work and final dates to submit QP and scheme and HOD gave the instructions to question paper setters about confidentiality of QP



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

AGENDA 4.4

To discuss about Preparation of Work Done of Practical exam

The members discussed regarding the preparation of work done statement and HOD allotted the work

AGENDA 4.5

To discuss the Stock Verification

The members discussed regarding the stock verification and HOD allotted the work for members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 4.1 to 4.5.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

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Associate Professor 8 Head

(HOD of Chemistry)

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 17-12-2018



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

Ref: CHEMISTRY/05/2018-19

Notice for conducting 5th Department meeting for the academic year 2018-19

Dear Sir/Madam,

The fifth department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 17-12-2018

Time: 12.30 PM

Venue: HOD Chamber

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Associate Professor & Head

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

FIFTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 17-12-2018

Time: 12.30PM

AGENDA:

- 1. Syllabus distribution
- 2. Commencement of even semester classes
- 3. Time Table Preparation
- 4. Commencement of Practical Classes
- 5. Distribution of workload

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 5.1

To discuss about the distribution of syllabus

The members in the meeting discussed regarding distribution of syllabus and HOD distributed the syllabus to the members

AGENDA 5.2

To discuss about Commencement of even semester classes

The members discussed regarding Commencement of even semester classes and HOD distributed the classes and gave instructions about theory classes commencement

AGENDA 5.3

To discuss about the preparation of time table

The members discussed regarding department time table and HOD distributed the department work for the members

AGENDA 5.4

To discuss about the Commencement of Practical Classes

The members discussed regarding commencement of practical classes and practical time table and HOD distributed the department work for the members



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

AGENDA 5.5

To discuss about the Department workload

The members discussed regarding department work load and HOD distributed the department work for the members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 5.1 to 5.5.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

(HOD of Chemistry)d

SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 18-01-2019



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

Ref: CHEMISTRY/06/2018-19

Notice for conducting 6th Department meeting for the academic year 2018-19

Dear Sir/Madam,

The sixth department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 18-01-2019

Time: 12.00PM

Venue: HOD Chamber

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

SIXTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 18-01-2019

Time: 12.00PM

AGENDA:

- 1. Review of documents regarding affiliation
- 2. Review of Stock Books
- 3. Paper presentation in seminars/conferences

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 6.1

To discuss about the Review of documents regarding affiliation

The members in the meeting discussed regarding the review of documents related to affiliation and HOD allotted related work to members

AGENDA 6.2

To discuss about the Review of Stock Books

The members discussed regarding the review of stock books and HOD allotted in charge for verification of each stock book

AGENDA 6.3

To discuss about Paper presentation in seminars/conferences

The members discussed regarding presentation of papers in seminars/conferences and preparation and HOD gave instructions to members

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 6.1 to 6.3

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature As (HOD of Chemistry)

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 07-03-2019



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

Ref: CHEMISTRY/07/2018-19

Notice for conducting 7th Department meeting for the academic year 2018-19

Dear Sir/Madam,

The seventh department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 07-03-2019

Time: 11.00AM

Venue: HOD Chamber

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Associate Professor 3

B (HOD of Chemistry) Science LS. College of Arts and Science SHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

SEVENTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 07-03-2019

Time: 11.00AM

AGENDA:

- 1. Preparation of Practical Exam Time Table
- 2. Third Internal
- 3. Finalize the Dates for record submission of in charge and HOD signature
- 4. Lab Setting for Practical Exams

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 7.1

To discuss the Preparation of Practical Exam Time Table

The members in the meeting discussed about the preparation of practical exam time table and dates of exam and HOD finalized the dates and allotted the time table preparation work to members

AGENDA 7.2

To discuss the Third Internal

The members in the meeting discussed regarding syllabus and date of III Internal and HOD finalized the date and allotted the work to members

AGENDA 7.3

To Finalize the Dates for record submission of in charge and HOD signature

The members in the meeting discussed about the date for record submission and HOD finalized the dates for record submission



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2018-19

AGENDA 7.4

To discuss about the Lab Setting work for Practical Exams

The members in the meeting discussed about the lab setting work and HOD allotted the in charge work to members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 7.1 to 7.4.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

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B.V.S. College of Arts and Science

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D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 20-05-2019



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

Ref: CHEMISTRY/01/2019-20

Notice for conducting 1ST Department meeting for the academic year 2019-20

Dear Sir/Madam,

The first department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 20-05-2019

Time: 1.00PM

Venue: HOD Chamber

Signature

AsHOD of Chemistry Head

Department of Chemi D.V.S. College of Arts an SHIVAMOGGA-577 1.

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

FIRST MEETING OF DEPARTMENT OF CHEMISTRY

Date: 20-05-2019

Time: 1.00PM

AGENDA:

- 1. Allotment of Admission Process
- 2. Syllabus Distribution
- 3. Workload Calculation
- 4. Discussed about the seminar conducting process

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 1.1

Allotment of Admission Process

The members in the meeting discussed regarding allotment of admission process for chemistry faculty members and HOD distributed the work accordingly.

AGENDA 1.2

To discuss regarding Syllabus Distribution

The members discussed regarding the syllabus distribution and HOD allotted the syllabus to the members

AGENDA 1.3

To discuss regarding Workload of the department

The members discussed regarding department workload and HOD finalized the department workload and distributed for the members

AGENDA 1.4

To discuss regarding conducting of seminar

The members discussed regarding the conducting of seminar for te students and HOD gave the instructions to the members



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 1.1 to 1.4.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 10-06-2019

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

Ref: CHEMISTRY/02/2019-20

Notice for conducting 2^{nd} Department meeting for the academic year 2019-20

Dear Sir/Madam,

The second department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 10-06-2019

Time: 10.00AM

Venue: HOD Chamber

Signature
Associate Professor & Head
DHOD of Chemistry

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

SECOND MEETING OF DEPARTMENT OF CHEMISTRY

Date: 10-06-2019

Time: 10.00AM

AGENDA:

- 1. Discussion about time table
- 2. Finalizing of Syllabus Distribution
- 3. Commencement of Practical Classes
- 4. Allotment of Lab Setting In charge

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 2.1

To Discussion about time table preparation

The members in the meeting discussed regarding time table for chemistry classes and labs and HOD distributed the work accordingly.

AGENDA 2.2

To discuss regarding finalize the Syllabus Distribution

The members discussed regarding the syllabus distribution and HOD finalize the syllabus to the members & arealt is scalared strady to countrequi

AGENDA 2.3 Separation of The

O.V.S. College of Arts Art

To discuss regarding Commencement of Practical Classes

The members discussed regarding commencement of practical classes and HOD finalized the department dates for practical classes commencement



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

AGENDA 2.4

To discuss about the allotment of lab setting work in charge lectures

The members discussed regarding the lab setting work in charge and HOD gave the instructions to the members and allotted the in charge teachers for different semesters

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 2.1 to 2.4.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Assocition of Chemistry) ad

Department of Chemis' D.V.S. College of Arts and

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 14-08-2019

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

Ref: CHEMISTRY/03/2019-20

Notice for conducting 3rd Department meeting for the academic year 2019-20

Dear Sir/Madam,

The third department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 14-08-2019

Time: 12.00PM

Venue: HOD Chamber

Signature

Associate Professor & Head Dep (. HQDtof Chemistry) Q.V.S. College of Arts and "

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

THIRD MEETING OF DEPARTMENT OF CHEMISTRY

Date: 14-08-2019

Time: 12.00PM

AGENDA:

- 1. Discussion about syllabus for I and II Internal Tests
- 2. Finalizing the attendance shortage list of students
- 3. About review of theory and practical classes

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 3.1

To Discussion about syllabus for I and II Internal Tests

The members in the meeting discussed regarding syllabus of chemistry for I and II internal tests and HOD decided the syllabus for internals

AGENDA 3.2

To Finalizing the attendance shortage list of students

The members discussed regarding the students attendance shortage list and HOD instructed to members to prepare the list

AGENDA 3.3

To discuss the review of theory and practical classes

The members discussed regarding the review of both theory and practical classes and HOD gave instruction to review the cases after II Internal test

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 3.1 to 3.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 19-09-2019



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

Ref: CHEMISTRY/04/2019-20

Notice for conducting 4th Department meeting for the academic year 2019-20

Dear Sir/Madam,

The fourth department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 19-09-2019

Time: 10.30AM

Venue: HOD Chamber

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

FOURTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 19-09-2019

Time: 10.30AM

AGENDA:

1. Finalise the date for practical exams

2. About the completion of syllabus

3. Review the progress of departmental activities

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 4.1

To Finalize the date for practical exams

The members in the meeting discussed regarding commencement date for practical exams and HOD decided the dates of exams

AGENDA 4.2

To discuss about the completion of syllabus

The members discussed regarding the completion of syllabus and HOD instructed to members to complete the syllabus within practical exams

AGENDA 4.3

To Review the progress of departmental activities

The members discussed regarding departmental activities and HOD review the departmental activities

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 4.1 to 4.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

C.V.S. College of Arts and SHIVAMOCGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 04-11-2019

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

Ref: CHEMISTRY/05/2019-20

Notice for conducting 5th Department meeting for the academic year 2019-20

Dear Sir/Madam,

The fifth department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 04-11-2019

Time: 1PM

Venue: HOD Chamber

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

FIFTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 04-11-2019

Time: 1PM

AGENDA:

- 1. Allotment of NAAC related work from the department of chemistry
- 2. Department Work Load
- 3. Allotment of Department Work(Lab setting, IA paper setting, seminar in charge)

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 5.1

To discuss the Allotment of NAAC related work from the department of chemistry

The members in the meeting discussed regarding pending NAAC related work in department and HOD allotted different work to members

AGENDA 5.2

To discuss about Department Work Load

The members discussed regarding department workload and HOD finalized the department workload and distributed for the members

AGENDA 5.3

To discuss about the distribution of Department Work

The members discussed regarding department work distribution and HOD distributed the department work for the members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 5.1 to 5.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 03-11-2019

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

Ref: CHEMISTRY/06/2019-20

Notice for conducting 6th Department meeting for the academic year 2019-20

Dear Sir/Madam,

The sixth department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 13-11-2019

Time: 10.30AM

Venue: HOD Chamber

Associate Signature a Head
Department of Chemis**
D.V.S. CHOD of Chemistry)

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

SIXTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 13-11-2019

Time: 10.30 AM

AGENDA:

- 1. Allotment of NAAC related work from the department of chemistry
- 2. Allotment of Syllabus
- 3. Preparation of Time table for even semesters
- 4. Allotment of Lab setting work
- 5. Updating of Department Library
- 6. Stock Verification

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion. The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 6.1

To discuss the Allotment NAAC related work from the department of chemistry

The members in the meeting discussed regarding pending NAAC related work in department and HOD allotted different work to members

AGENDA 6.2

To discuss about the allotment of syllabus for even semesters

The members discussed regarding the allotment of syllabus and HOD allotted the syllabus to the members

AGENDA 6.3

To discuss about Preparation of Time table for even semesters

The members discussed regarding department workload and preparation of time table and HOD finalize the time table for even semesters



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

AGENDA 6.4

To discuss about Allotment of Lab setting work

The members discussed regarding the lab in charge teacher for even semester labs and HOD distributed the work to members

AGENDA 6.5

To discuss about the Updating of Department Library

The members discussed about updating of department library and HOD instructed to members to update the library

AGENDA 6.6

To discuss about the Stock Verification

The members discussed about department stocks and HOD allotted the stock verification work to members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 6.1 to 6.6.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Associate Professor & Head

Department of Chemistry

D.V.S. Col(HOD of Chemistry)



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 17-01-2020

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

Ref: CHEMISTRY/07/2019-20

Notice for conducting 7th Department meeting for the academic year 2019-20

Dear Sir/Madam,

The seventh department meeting for the academic year 2019-20 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 17-01-2019

Time: 11.00AM

Venue: HOD Chamber

Signature Associate Professor & Head
Deportu(HOD of Chemistry)

D.V.S. College of Arts and SHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year: 2019-20

SEVENTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 17-01-2019

Time: 11.00AM

AGENDA:

- 1. Chemical Society Formation and Inauguration
- 2. Allotment Of NAAC Related Work

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 7.1

To discuss the Chemical Society Formation and Inauguration

The members in the meeting discussed regarding Chemical Society (CHEM WORLD) formation and its inaugural function, Guest for function and chemistry related different competitions for inaugural function and HOD allotted different work of program to members

AGENDA 7.2

To discuss the Allotment NAAC related work from the department of chemistry

The members in the meeting discussed regarding pending NAAC related work in department and HOD allotted different work to members

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 7.1 to 7.2.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Associate Professor & Head

Depart HOD of Chemistry)

D.V.S. College of A.

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES ACADEMIC YEAR -2020-21

DATE: 16-07-2020

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/01/2020-21

Notice for conducting 1st department meeting for the academic year 2020-21

Dear Sir/Madam,

The first department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

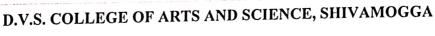
Date: 16-07-2020

Time: 10:30 AM

Venue: HOD Chamber

Signature

Associate Professor & Head DerHOD: Chemistry D.V.S. College of Arts and Formulas SHIVAMOGGA-577 201





Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

FIRST MEETING OF DEPARTMENT OF CHEMISTRY

Date: 16-07-2020

Time: 10:30 AM

AGENDA:

- 1. Preparation of Practical Work done statement of VI semester and backlog
- 2. Regarding allotment of Admission duty.
- 3. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 1.1

To discuss about the preparation of Practical Work done statement of VI semester and backlog The members in the meeting discussed regarding preparation of Work done statement and distributed the work accordingly.

AGENDA 1.2

To discuss regarding allotment of Admission duty.

The members discussed regarding the admission process and HOD allotted the admission duty to the member's day wise.

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 1.1 to 1.2.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Associ(HOD of Chemistry)

Depastmoiate Professor & Head D.M.S. Collepartment of Chemistr's

DSMSI College of Arts and Science

SHIVAMOGGA-577 201



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 13-11-2020

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/02/2020-21

Notice for conducting 2nd department meeting for the academic year 2020-21

Dear Sir/Madam,

The second department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 13-11-2020

Time: 11:00 AM

Venue: HOD Chamber

Associate Professor & Head

DepartOD of Chemistry

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

SECOND MEETING OF DEPARTMENT OF CHEMISTRY

Date: 13-11-2020

Time: 11:00 AM

AGENDA:

- 1. Submission of Online class report.
- 2. Distribution of Workload and start of Offline classes.
- 3. Follow up of SOP & Collection of Self declaration form from students.
- 4. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

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AGENDA 2.1

To discuss regarding Submission of Online class report.

All the members discussed regarding the classes taken and ICT tools used online. HOD instructed all the faculty members to submit the online class report soon.

AGENDA 2.2

To discuss regarding distribution of Workload and start of Offline classes

HOD distributed the workload among the faculty members with their consent and instructed to start the offline classes with proper preparation of respective topics.

AGENDA 2.3

To discuss regarding follow up of SOP & Collection of Self declaration form from students

All the faculty members are instructed to follow the SOP given by GOI for health and safety of the students and staff members



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Academic Year-2020-21

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 2.1 to 2.3

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Associate Professor & Head Department of Chemist ! D.V.S. (HODGO Chemisty) 01
SHIVAMOGGA-5779

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

Associate Paderson & Head Department of Chemistre D.M.S. College of Arts and ShinkhouseA-574 a

DATE: 16-01-2021



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/03/2020-21

Notice for conducting 3rd department meeting for the academic year 2020-21

Dear Sir/Madam,

The third department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 16-01-2021

Time: 03:30 PM

Venue: HOD Chamber

Signature

Associate Professor & Head Department of Chemistry

D.V.S. ColleHOD of Chemistry SHIVAMOGGA-577

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

THIRD MEETING OF DEPARTMENT OF CHEMISTRY

Date: 16-01-2021

Time: 03:30 PM

AGENDA:

1. Preparation of Department Time-table & Allotment of Workload.

- 2. Beginning of Practical lab for III B.Sc., & Allotment of Lab-setting work
- 3. Submission of Work Diary every month
- 4. Stock verification
- 5. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 3.1

To discuss about the Preparation of Department Time-table

HOD distributed the workload and instructed the faculty member to prepare the time-table as per the workload and asked to prepare well each and every aspect of the lesson before the delivery of the lesson. The members in the meeting discussed regarding preparation of Workload allotment and distributed the work accordingly.

AGENDA 3.2

To discuss regarding beginning of Practical lab for III B.Sc., & Allotment of Lab-setting work

The members discussed regarding the number of practicals and availability of days for the completion of practicals and fixed the date for the start of practicals. HOD allotted the work of Lab-setting and Batch preparation to respective faculty members. The members discussed and distributed the work respectively.

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Academic Year-2020-21

AGENDA 3.3

To discuss regarding Submission of Work Diary every month

HOD instructed all the faculty members to take the classes and practicals allotted as per the time table and record the classes and practicals taken in work diary and submit and take signature every month without fail.

AGENDA 3.4

To discuss regarding Stock verification

HOD distributed the stock verification work among the faculty members and instructed to update the stock of equipment and glassware.

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 3.1 to 3.4

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Associate Professor & Head
Dr(HOD of Chemistry)stry
D.V.S. College of Arts and Science

SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 19-01-2021

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/04/2020-21

Notice for conducting 4th Department meeting for the academic year 2020-21

Dear Sir/Madam,

The fourth department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 19-01-2021

Time: 4:00 PM

Venue: HOD Chamber

AssociateHOD of Chemistry

Department of Chemis'

D.V.S. College of Arts and SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

FOURTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 19-01-2021

Time: 4:00 PM

AGENDA:

- 1. Work allotment for regular Practical's
- 2. NAAC work documentation
- 3. Updating of Department Profile
- 4. Submission of Individual Time table.
- 5. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of Department and briefed about the agenda of the meeting. Further the members were requested to actively participate and give their opinion in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 4.1

To discuss about Work allotment for regular practical's

The members in the meeting discussed regarding preparation of manual and batch preparation and distributed the work accordingly. And finalized the experiments and the asked the lab-setters to prepare the solution and arrange the glassware accordingly to start the practical's.

AGENDA 4.2

To discuss regarding compilation of documents for NAAC

The members discussed regarding the list of documents to prepare for NAAC & for the submission of documents to IQAC.HOD instructed the faculty members to compile the documents and submit as soon as possible.

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

AGENDA 4.3

To discuss regarding updating of Department profile.

HOD advised the members to update the department profile with their individual participation in seminars, conference and workshops and other curricular activities done during the academic year. Also informed to include the necessary details.

AGENDA 4.4

To discuss regarding Submission of Individual Time table.

HOD instructed all the faculty members to prepare their individual time-table of last five years from 2014 to 2020 and mail it to department e-mail id as soon as possible as per the instructions of the IQAC coordinator. All the members agreed to submit the same as soon as possible.

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 4.1 to 4.4.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Associate Professor & Head

De**(HOD of Cliefhistry)** try
D.V.S. Cotlege of Arts and Science

SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 09-02-2021

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/05/2020-21

Notice for conducting 5th department meeting for the academic year 2020-21

Dear Sir/Madam,

The fifth department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 09-02-2021

Time: 1:30 PM

Venue: HOD Chamber

Signature <

Associated Dof Chemistry)
Department of Chemistry
D.V.S. College of Arts and Strate
SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

FIFTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 09-02-2021

Time: 1:30 PM

AGENDA:

1. Completion of theory and practical classes.

- 2. I internal assessment test- Evaluation work & marks entry
- 3. I IA marks entry allotment.
- 4. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of department and briefed about the agenda of the meeting. Further the members were requested to actively participate and give their opinion in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 5.1

To discuss about Completion of theory and practical classes.

HOD instructed the faculty members to complete the allotted theory and practical syllabus in time. And reviewed the individual faculty completed and pending syllabus. And also advised to complete the pending syllabus as soon as possible.

AGENDA 5.2

To discuss regarding I internal assessment test- Evaluation work & marks entry

Members discussed regarding the I IA evaluation and decided to complete the work as soon as possible. HOD asked to do the entry in marks list after evaluation.

AGENDA 5.3

To discuss regarding I IA marks entry allotment.

HOD allotted the members to do the marks entry after evaluation work.



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Academic Year-2020-21

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 5.1 to 5.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Arsociato Professor & Head Depar**(HOD offCliemistry)** D.V.S. College of Arts and Science SHIVAMOGGA-577 201

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 18-03-2021

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/06/2020-21

Notice for conducting 6th department meeting for the academic year 2020-21

Dear Sir/Madam,

The sixth department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 18-03-2021

Time: 1:15 PM

Venue: HOD Chamber

Signature
Associate Professor & Head
Department Chemistry

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SHIVAMOGGA-577 204

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

SIXTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 18-03-2021

Time: 1:15 PM

AGENDA:

1. Review of completion of syllabus

- 2. Preparation of Practical time-table & Practical lab-exam lab-setting &Finalizing of experiments for lab
- 3. Review of evaluation of I,II & III IA test and marks entry
- 4. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of department and briefed about the agenda of the meeting. Further the members were requested to actively participate and give their opinion in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 6.1

To discuss about completion of syllabus

HOD reviewed the completion of syllabus from the faculty members.

AGENDA 6.2

To discuss regarding preparation of Practical time-table & Practical lab-exam lab-setting & Finalizing of experiments for lab exams

HOD instructed to prepare the practical time-table and allotted the lab-setting work for respective lab-setters and finalize the experiments to set for lab exam.

AGENDA 6.3

To discuss regarding evaluation of I, II & III IA test and marks entry.

HOD reviewed the evaluation work of Internals and also reviewed the work of IA-marks entry



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Academic Year-2020-21

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 6.1 to 6.3

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Asso(HOD'of Chemistry) ad Department of Chemistry D.V.S. College of Arts and 5

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 14-07-2021



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/07/2020-21

Notice for conducting 7th department meeting for the academic year 2020-21

Dear Sir/Madam,

The seventh department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 14-07-2021

Time: 3:15 PM

Venue: HOD Chamber

Signature

AssocHOD of Chemistry and Department of Cham D.V.S. College of Arts

SHIVAMOETA-E.



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

SEVENTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 14-07-2021

Time: 3:15 PM

AGENDA:

1. Reduction of experiments number for Practical examination

- 2. To follow up the SOP rules during examination.
- 3. Stock verification and write off of old instruments.
- 4. Updating the documents for affiliation.
- 5. Practical batch preparation and solution preparation for lab exam.
- 6. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of department and briefed about the agenda of the meeting. Further the members were requested to actively participate and give their opinion in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 7.1

To discuss about Reduction of experiments number for Practical examination

All the faculty members discussed about the number of experiments which are to be performed during regular practicals that can be included in practical exam and then unanimously decided to reduce the number of experiments due to lack of time to complete all the experiments.

AGENDA 7.2

To discuss regarding follow up of SOP rules during examination.

HOD instructed all the faculty members to follow the SOP and safety procedures for smooth conduction of practical examination.

AGENDA 7.3

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To discuss regarding stock verification and write off of old instruments.

HOD instructed the faculty members to verify and update the stock register and asked the allotted members to write-off the old equipment which are not used.



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

AGENDA 7.4

To discuss regarding the update of documents for Affliation.

HOD instructed all the faculty members to update the documents for affliation and instructed to update the individual profile also.

AGENDA 7.5

To discuss regarding Practical batch preparation and solution preparation for lab exam.

HOD allotted the work of Practical batch preparation and solution preparation for lab exam among the faculty members and instructed to complete the allotted work efficiently.

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 7.1 to 7.5

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature _

Associate Professor & Head Departor of Chemistry)-D.V.S. College of Arts ard SHIVAMOGGA-577

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY

MEETING MINUTES

DATE: 06-09-2021

Associate Professor & Head Repertment of Chamistre a MS, Cellege of Aris and s SHIVANGGAA-677 20.



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/08/2020-21

Notice for conducting 8th department meeting for the academic year 2020-21

Dear Sir/Madam,

The eighth department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 06-09-2021

Time: 3:00 PM

Venue: HOD Chamber

Signature

Associate Of Chemistry d Department of Chemistry D.V.S. College of Arts and S SHIVAMOGGA-577 20:



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

EIGHTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 06-09-2021

Time: 3:00 PM

AGENDA:

- 1. First IA & II IA test-Evaluation work, Marks Entry in marks list & marks entry allotment
- 2. Completion of theory syllabus in online and offline mode
- 3. Allotment of faculties for practical experiments video making
- 4. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of department and briefed about the agenda of the meeting. Further the members were requested to actively participate and give their opinion in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 8.1

To discuss about I IA & II IA evaluation work & marks entry work allotment

HOD instructed the members to complete the evaluation work and enter the marks in marks entry list and submit the same as soon as possible.

AGENDA 8.2

To discuss about Completion of theory syllabus in online and offline mode

HOD instructed the faculty members to complete the allotted theory syllabus in online and offline mode in time. And provide the notes for the respective syllabus to students without fail.

AGENDA 8.3

To discuss regarding allotment of faculties for practical experiments video making.

HOD allotted the faculty members to complete the practical experiments in online mode and asked to complete the task as soon as possible.



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 8.1 to 8.3.

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Associate Professor & Head (HOD of Chemistry)
Department of Chemistry

D.V.S. College of Arts and 5
SHIVAMOGEA-577 20:

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 25-09-2021

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/09/2020-21

Notice for conducting 9th department meeting for the academic year 2020-21

Dear Sir/Madam,

The ninth department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 25-09-2021

Time: 11:00 AM

Venue: HOD Chamber

Signature _

Associate Professor & Hood DepaHOD of Chemistry D.V.S. College of Arts are SHIVAMOGGA-577 . . -



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

NINTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 25-09-2021

Time: 11:00 AM

AGENDA:

- 1. Documentation for Affiliation process and verification.
- 2. Updating of individual profile
- 3. Submission of updated work dairy.
- 4. Documentation of Remedial classes and online classes conducted of academic year 2020-21
- 5. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of department and briefed about the agenda of the meeting. Further the members were requested to actively participate and give their opinion in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 9.1

To discuss about documentation for Affiliation process and verification.

All the members discussed regarding the necessary documents required for the affiliation process and decided to complete the documentation.

AGENDA 9.2

To discuss about Updating of individual profile.

tong ofsinosyl

HOD reviewed the profile of all faculty members and instructed to update their profile.

AGENDA 9.3

To discuss about submission of updated work dairy

HOD instructed the faculty members to submit their respective completed work dairy and get the signature.

Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

AGENDA 9.4

To discuss regarding the documentation of Remedial classes and online classes conducted.

HOD reviewed the remedial classes and online classes taken by the faculty members and instructed to make the documentation.

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 9.1 to 9.4

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Signature

Associate Professor & Head (HOD) of Chemistry) emistry. S. College of Arts and SHIVAMOGGA-E77



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

D.V.S. COLLEGE OF ARTS AND SCIENCE, SHIVAMOGGA DEPARTMENT OF CHEMISTRY MEETING MINUTES

DATE: 07-10-2021

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Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

Ref: CHEMISTRY/10/2020-21

Notice for conducting 10th department meeting for the academic year 2020-21

Dear Sir/Madam,

The tenth department meeting for the academic year 2020-21 is scheduled as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 07-10-2021

Time: 10:00 AM

Venue: HOD Chamber

Associate Professor & Head
DepartHOD of Chemistry

D.V.S. College of Arts and SHIVAMOGGA-577 20:1



Sir M.V Road, Basaveshwara Circle, Shivamogga -577201

Academic Year-2020-21

TENTH MEETING OF DEPARTMENT OF CHEMISTRY

Date: 07-10-2021

Time: 10:00 AM

AGENDA:

1. Measures taken in order to increase the number of Admissions

2. Vote of thanks.

PROCEEDINGS:

The HOD welcomed all the members of department and briefed about the agenda of the meeting. Further the members were requested to actively participate and give their opinion in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by HOD of Chemistry

AGENDA 10.1

To discuss regarding the measures to be taken in order to increase the number of Admissions.

HOD and all the faculty members discussed regarding the measures to be taken in order to increase the number of Admissions. Members discussed about the various steps that can be implemented in order to increase the number of admissions and decided to act accordingly.

VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 10.1

RESOLUTION:

It was unanimously resolved by the members to accept the decisions taken with reference to the agendas and to follow up the action.

VOTE OF THANKS:

The HOD of Chemistry thanked all the members.

Associate Professor & Head
Department of Chemistry

D. V.S. College of Arts and
SHIVAMOGGA-577 20.

Meeting . -

29/6/2016

Ref: Meating held on 20.06.2016.

Agenda: Regarding Acardamic 2016-17 Subjects, time tolder, and works load discussed.

has been alranged on 29.06.2016 @ 11.00 Am I in the computer Science department and issurers discussed.

1) Bagavalor C.M.

2) Nethrauath: H.

3) Meghalay OS

4) Marguh.s. pai.

5) Syed Asim K

6) Manjula .S.

7 Dr Naugunath H

8. Nagarai K.x

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Meeting Notice

Sub: Départment meeting on 20:07:2016 at 4:00 pm in the Computer Science Départment.

As mentioned above the Computer Science Department meeting is on 20:7:2016 at 4:00 pm in the Computer Science Department. So every Staff members should have their Presence for the meeting.

Thanking you.

Names

1. Basavaraj C.M

2. Nethravathi H

3. Megharaj DS

4. Mangesh Pai

5. Syed Asim 15

6. Shunetha. K

7. Rakshitha. H. J

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H.O.D. BASAVANAS C.M.

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Name Segnatures

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Meeting Notice Dat: 26/12/14 Agenda: * Regarding Even Semester proceedings in * Subjects changed As for faculty request. * H.O.D Meeting Held with Principal & Managem in Vacations * Meeting held with Secretary dated 25/11/2016 Equity * Regarding at 12/2016 Meeting proceedings to Email cust to principal dated 26/11/2016 apy attent * Golden Jublee Events * Project Lab changed Manguh S Pai to Shwetha. B * B.Sc Project Lab changed Megharaj D.S to Syed Asim K * Names Signature 1. Basavaraj C.M 2. Nethravathi H 4. Megharaja D.S * Rabslitha. H. J * Rabslitha. H. J		85
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Agenda: Regarding	Ubuntu i	Canehalli C.	in diff.
Installation process	comens on	30 /12/2016	
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2. Methravathi. H		Megherry 8	01198
3. Megharaja D.S	Total Inch		
4. Manguh S Pai		A 2/1/17	
5. Syld skim K		Mmil 2/1/17	
6. Shritha 15		Elmella	
7. Rakshitha.H.J		Rakulishat	
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1. Basavaraj C.M	BMW
2. Alethravathi. H	AD-
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4. Mangesh S Pai	M
5. Syed Asim 15	Minis

7. Rakshitha. H. J

6. Shwetha. K

8. Manjula S

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Manjula. S

Meterg Notice

Date: 07 02 17

Agenda: ಶ್ರಿಕುತಿ ವೀತ್ರವತಿ. H. ಕಪಟ ಅಭಾಗದ ಮುಖ್ಯಶ್ರರಾಗಿ ಶಾರ್ಯ ಎರ್ವಡಿಸುವ ಬಗ್ಗೆ

Namu

1. Nethravathi. H

2. Basavaraj CM

3. Megharaja. D.S

4. Mangesh S. Pai

5. Syld Asim. 15

6. Shoutha. 5

7. Rakshitha.H.J.

8. marjula.s

Rabelithatt

Date: 14 02/17

Agenda: Meeting of department Staff with secretary @ DVS Mc Office. about abanta software installation. on 14/02/17

Outcome:

- 1. Visits of abunta software engineer to the department. has been informed to the Secretary, Drs Mc.
- 2 Department Staff should be in the department on 15/02/17 @ 11 o' clock for the process of abunta installection as informed by Secretary, Drs Mc.
- 3. Meeting proceeding letter has been forwarded to Secretary Urough pouncipal.

D. V. S. College of Arts & Science Shimoga - 577 201.

1. Basavaraj C M

2. Megharaj DS

3. Mangerh S pai 4. Syed Asim K 5. Shweltra K

6. Rakshilta H.J

114/4/17

Rateli Hraft

Agend:

- 1. Meeting held with Secretary on 21/03/17 With Nethravalli: H and Balavaraj C.M
- 2. Phaltoloha Puraskara
- 3. Practical Examination
- 4 Subject allottment

Outcome:

1. Requirements for the departments for the Academic year 2017-18, to be Submitted to DVS MC.

2. perallibba puraskara function will be conducted on 28/03/17

3. Commencement of potantical examination is form offorty.

Nettravally #

1. Basavaraj cm

2. Meghara; DS

3. Maugesh S Pai

4. Syed Asim K

5. Shwelta K

6. Rakshilta HJ

Maching

Bhwelha

Rabibithalt

Practical Examenations Agenda: 1. Regarding 2. Regarding Admission Process

Outcome:

Hanjulas

1. Practical examinations starts from 4/04/17 to 17/04/17
2. Allottment for admission process for the academic year 2017-18.

Jeltiravalti. H

D. V. S. College of Arts & Science Shimoga - 577 201.

1. Baravaraj cM 2. Negharaj DS 3. Mangesh S Pai 4. Syed Asine K 5. Shwelta K 6. Rakshilta HJ

7. Manjula .S

	93
Do	uti:17/07/17
Department Meeting on 18/07/17 at 4:30 PM	in the
Agenda: Regarding Department activities. * Commencement of lab with fixed time. * Entra workload - 7 hours distributed to Neth Syed skirn k = 2 hours, Basavaraf c.M = 1 hour, Mangush. S. Pai = 1 hour.	
I. System Details 27 IQAC * Syed Asim. K * Megharaj D.S	*other departmental activities will
* Rakshitha. H. J * Nethravathi. H. 3. Event organization 42 Sports	be dutributed as por Situation need
* Basavaraj C.M * Mangesh.S.Pai * Shwetha.K	
Task of class Teacher: * Bridge course	
* Remedial classes	
Whente Installation: The Installation work will to all speculty Members.	monitored prom
AUS STO - recenting No.	thravathi. H
D. V. S. Coll	ent of Cemputer Science ego of Arts & Science oga - 577 201;
2. Megharaja. D.S Maching 17/17	
3. Mangesh. S. Pai VI 17/7/17 4. Syed Asim. 5 Milminut 17/7/17	
5. Shwetha. K. Buthithett 17/4/17	

Date: 03 02 18

Department Meeting (a) 1.00 pm

Agenda: Department Activities

* Regarding attending conferences, paper presention

* prallibla puraskara

I practical Internals of 2017-18 Even Semester

* Regarding Visit of Mr. Hoysala on 06th Feb 2018.

* Shortage of Attendance - letters to be sent purents.

* Student Councelling

eltoravalti. H

V. S. College of Arts & Science Shimoga - 577 201.

Outcome:

1. Clarification needed for , Who should prepare for paper presentation. for affiliation with respect to points. -> Any faculty.

-> pho Scholor

As I came to anow from department records new systems received from management that till today computer not installed and used-

67 Shwetha. K

It Ratshitha. H-J

Rateusthatt 03/02/18

* dated 1917/2017 not installed till today (M)

Date: 05 04 18

Department Meeting @ 11:00 AM in the computer science department

Agenda: Department Activities

- Admission Allottment
- + Subject Allotment for Academic 2018-19
- * Attending conference workshop Symposium Seninar

Outrone:

- * Admission duty allotment given to each faculty.
- * Subject for the next academic has been allotted
- * Requirement of one full time lectures

 * Attending conference | workshop | Symposium | Seminar

 dering April | May | Jane.

D. V. S. College of Arts & Shimoga - 627 201

17 Basavaraj C.M er Megharaja D.s. 34 Mangesh S Pai HY Byed Asim. K 5) Shwetha. 15 6) Rekshetha. H. J

72 Manjula S

BM have 5/4/18

Hunjalas

Date: 15/06/18

Department Meeting @ 10.30 AM

Agenda: Department Activities

* Workload of Excess 19 hours

* Commencement of clarker and practicals

Outcome:

Sersions additional lecturer is required,

2) Commencement of practicals by 20th June.

NOTE:

is 1 Theory left - Can not be distributed for each hour

2). Practicals - Lab Incharge and Examiner

32 Student Justification

Read department of Gomputer Scients. D. V. S. College of Arts & Scientshimoga - 577 201.

1/ Basavaraj C.M OMU 2/ Megharaja D.S Mcheryne 3/ Mangeth & Pai Himmel 4/ Syld Asim K Utiminel

5) Rakshitha. H. J laterishet

6) Priyanka G.M Biyanka

101

Date: 11/12/18.

Department meeting @ 10.30 Am.

Agenda: Time table distaibution.

nead department of Computer Science

D. V. S. College of Arts & Science

Shimoga - 577 201.

12 Basavaraj C.M OMMed
22 Megharaja D.S
32 Mangesh S. Pai
43 Syed Asim K. Aminit
52 Rakshitha H.J. Rakshithatt/
62 Poiganka G-M Briganka G.M.

Department meeting @ 11.00 AM

Agenda: Department Activities

- Distocibution of Timetable Clarification with attention
- pereparing for Affiliation
- * preparation for NAAC.

Outcome:

* Individual time table clarified

- * preparing department profile for affiliation on Jan-2019 * Department program will be conducted related to project on 26th or 2th of december-2018.
- Maintaining personal profile and department profile from 2015 - 2018 for NAAC 2019.

Nethravalli H Head department of Computer Science D. V. S. College of Arts & Science Shimoga - 677 201,

1)M&Basavaraj C. M 2>Mr. Meghanaja D.S 3) Mr. Maugesh S pai 45Mon Sged Asim K. 5) Min Pakshilta H. J 67 Miss proganka G.M Briganka . by M. Hornila . S 72 mrx Manjula.S

Department meeting @ 10.45 AM

Agenda: Practical Examination Subject Allotment for the next academic year NAAC Activities Admission Allotment

Outcome: * Practical Examination Commences + non 25/03/19 * third Internals will be conducted from 18/03/19 to 22/03/19

* IA marks entry will be done with last date

* NAAC preparation - Dept profile from 2015 to 19

* Regarding PGCET workshop

* Admission process allotment after and pu Result for the academic 2019-20

* Subject allotment for the next academic 2019-20

* Department Requirement for the academic 2019-2

* Requisition for one lectures due to excess workload for the academic year 2019-20

. V. S. College of Arts & Scien Shimoga - 577 201

17 Mr. Basavaraj C.M et Mr. Megharaja D.S. 31 MT. Manguh & Pai 4) Mr. Syed Asim K

5) Miss. Rakshitha. H.J

6) Miss. Priyanka G.M.

7) Mrs. Manjula .S

105

Date: 11/06/19

Department meeting @ 10.30 AM.

Agenda: Department - Activities

* Timetable distribution for the respective subject allotted to the faculty.

* Subject allottment for the new lecturer.

* Commencement of clarker and practical lab.

* System Maintanance

Outcome:

1> Individual Timetable distributed for each faculty member. 2> Engaging the classes and practicals as specified in timetable.

Allottment of Subject NMM Nelteravalli . H: - Maltis I, Advanced Java

2/ Mr. Basavaraj C.M :- DBMS, Software Engineering

3> Mr. Megharaja D.s: - Unin & OS, Data Communication

47 Mr. Mangesh. S. Pai: - P&C, Web Programming.

57 Mn. Syed Asim K :- C++, operating System

GY Nim. Rakshita HJ:- IT, C++

17 Nim. Priyanka G.M: - S.S., Java

EYNUM NIKITAS :- CF, CF&C

nead department of Computer Science
D. V. S. College of Arts & Science
Shimoga - 577 201,

Downer (.M. Mel 2) Moch yns Mechyge 3) Syed Asiro. R. Hring 5) Ratishitha. H. J. Paulithat! 5) Ratishitha. H. J. Paulithat! 6) Priyanta. G.M. Briganta. G.M. F) Nikhitha. S. D. Manjulamma Hanzelas

106	Date: 03/07/19
	Jule : 03/04/19
Sub: Regarding Recieved of 10 3 DVD whiten, 1 pounte	Computer system,
System Specification IBALL cabinet £5 8th Gen processor Gigabyte 310 Molherboard RAM 4GB DDR4	
HDD 1TB SEAGATE DELL Keyboard DELL Mouse DELL 18.5" LED — 10	Nos.
The Computer are installed	d and working ingood
Condition.	Head department of Computer Science D. V. S. College of Arts & Science Shimoga - 577 201,
3) Bred Dein. B. Margela S. far Darries 5) Rakshitha. H. J. Darries 6) Prigunka. ly. M. Digar 7) Nikhitha. S. D. Mangellamma Mang	that! when y. M. when y. M. when y. M.

Date:16 2 19

Agenda: Activities discussed in Staff Meeting held

- * Shoptage of attendance for first IA

 * Question Bank, Assignments given for first IA

 * Councelling for students, Student progress support

 * Dept profile

 * Parents had been communicated twough letters

 sugarding Academic details of Students
- * Fight practical Internals time table

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B. V. E. College of Arts & Science Shimoga - 577 201.

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Basalary M.

3) Eged Demon (

- Raki Witha H. J
- Polizante G M. Nikhitha S
- Manjulamma

09 09 2019

Time: 11'O'clock

Agenda: - * Staff Meeting held with Pouncipal on 04/09/19

* Department Activities

* Practical Examination

Outcome: - * Department profile Submitted to IQAC
COOrdinator

* Department programs - Seminar workshop etc.

* Signature of Dairy from the principal.

* preparation for next Affiliation process

* Second practical time table had been announced

* Conducting Third Internals for Theory & practicals

* practical Enauination dates announced by the university. Exam Schedule 16/09/19 to 14/10/19

* Add on courses for students in the Even Semester.

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Date: 9/12/2019 5 110 Department meeting @ 10.15 AM Agenda: 12 HOD meeting held with pouncipal and NAAC coordinator ez NAAC Activities - All outour 32 Department Activities for Even Semester * Subject allotment * Individual time table allotment Outcome: 12 Criteria I - Add on courses, Swayam, Feedback from Student

aluuni, parents
2) Course tile preparation for each senseter
2) Course tile preparation for each sewester 3) Department function for each sewester
45 Allotment of Subjects for Even Semester
Neltravalli H - Malto and AdJava
Basavaraj CM - DBMS and SELON BSC
Megheraja D.S - Unix and DS
Margesh S pri - Java and CN
Syed Akin K -BSEDS and DWM Nelwavalter #
Rakshilta HJ - PS and CG dead department of Computer So
Pulyanka: C-M - Dall and Met D. S. College of Aire & Side
Nikithas - LD Shimoga - Sel and

1) Basavara; C M 2) Megharaja D-S 3> Mangesh S pai 4> Syed Nime x 5> Rakshilta H.J 67 Priyanka GM 7> Nikitras 82 Manjula ... S Rativitlato glela Pringenter G.M

Department meeting @ 10.30 AM.

Agenda:

1. HOD meeting held with principal and NAAC coordinator

-> practical and theory - Internals

-> Commencement of practical Examination.

+ Extended Profile - NAAC

2. Subject allot ment 100 the Academic 2020-21

3. Beauding - Admission for the Academic 2020-21

Outcome:

1. Internals for practical and theory - conducted from the department.

2. Documents will be provided to build Extended profile.

3. Subject alloted for the Academic 2020-21

* Nellisavalli + - Malhs & AJ

* * Baravara; CM - SE & Java (BSc)

* Negharaja DS - DC & Unixlos (BSc)

* Mangesh S pai - Wp & BF1c

* Syed Asim K - SS & C++ (BSc)

* Rakshiltra ++ I - Ds wing C++ & IIT

* poryanka G M - DBMS I & OS

* Nikhilta S - CF & CF/CP

4. Branding task with respect to Degree admission had completed twice on 11/03/20 and 19/03/20 as per the instruction of poincipal and DVS Management

> Head department of Computer Science D. V. S. College of Arts & Scier Shimoga - 577 201

x Netheravalhi . +1 -* Malhiavalhi . H
* Baiavahaj . C. M
* Mighanaj . D. S .

* Manguh . S. Pri .

* Synd . Milm . K .

* Ralshilha . H. J .

* Pringanka . G. M .

* Nikhilha . S .

Date: 19 08 2020

Department Meeting @ 11 AM

Agenda: As neeting held with Management elembors

* Weloinan

& Remedial classes for the current final year students

Outcome:

1. Syllabus has been distributed in the previous Sementer Online classes will be conducted with heady material.

2. Remidial classes will be conducted for final year students

Neltoravalli. 4

1. Basavaraj C.M

2. Megharaja D.S

3. Mangesh S. Pai

4. Syed Asim K 5. Rakshilta H.J

6. Psiyanka G.M. 7. Nikhilha S

8. Manjula S

10h 19/7/2020

Patricitat 19/8/2020

Mangular. S

Department Meeting @ 10:30 AM

Organizing Webinar on "Prospects in computational Agenda: Brology" in association with Department of Zoology Department of Computer science & Alumna Association of college.

outcome:

* Websher will be conducted on 11/09/2020 @ 9:30 AM

Selsion 1:

Speaker 1: Dr. Darshan S. C @ 10-10.40 AM VALCAN, USA.

Susion 2:

Speaker 2: Dr. Magesh K.A @ 10.50 - 11.30 AM Senfor Russeh Investigator at Syngene International, Bengaluru.

> Nellisavalli. H Head of the Department

1. Rakshitha H.J

2. Poliganda. G. M.

3. Nikhitha. S

4. Meghanaja D.S

5. Cullingaera of 100'

G. Trs. Kumara Swarry.

Poultri K.J

9. Manjula.S

Rabeliethat

140 orgulars

Date: 13/11/2020

Department meeting @ 11.00 AM

Agenda:

* Conductions Offline classes for Final BCA and BSC theory and Practicals.

* COVID-19 Measures issued by UGC and Govt of

* Task assignment - during conducting offline classes.

* Online clarses will be continued for first year and Second year Students.

Outcome :-

* Commercement of offline clarkes from 17/11/2020
as per timetable given trom college/principal.

All COVID-19 measures will be taken while conducting theory and practicals.

* Online classes will be continued for first year and lecond year Students:

* Consent will be taken from students who come for offline classes.

Need department of Computer Science

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Shimaga - 877 201.

17 Basavanaj C.M

2) Megharaja D.S

33 Mangesh S. pai

4 Syed Asin K

5> Rakshilha H.J

6) Psiyanka G.M. 7) Nikhilha S Amul

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Singenko: G M.
Nikhitha

Date:	18	01	2091
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	Departmen	A Meeting @	12.15 PM
P	genda:-	•	
·V	Campana A of alla		
	Students. 590m 18	ne classes for	I year dogree
~~~	- Individe	ual time table	distactor
-X	Altiliation Visit -	I year degree	Students
-X	Internal Theory	and Practical.	- February 1st week
	war bary at home	the sal alle	in and the same of
		Marie Jan	house due
Ou	tcome:		
*	I year degree - BCA Time table Shared to	classes Start	ed from 10 AM
	Time table Shared to	Students.	V
*	Individual time table	for faculty h	al bean doctored to
X	Oscentation program mo	us be conducte	A Low Lives of
Dist	Individual time table Oscentation program mo Student on 23/01/20	al all	a gor part degree
×	Affiliation Visit - 202	11 - 99	TI-HIMA IN Y
	2 Documents prepar	ad lower Angel	000 1 1011 1 1
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~	I Internal - Theory	· revolucing	1" week.
	poderical	ls: 4th week	January.
	1		4
	Noma	C. 1	Nethravalti. H
	Name	Signature	Head department of Computer Science  D. V. S. College of Arts & Science
> 1	Jasavary C.M.	741	Head department of Computer Science  D. V. S. College of Arts & Science
	Basavary C.M.	Signature On W 18/1/2	Head department of Computer Science  D. V. S. College of Arts & Science
}	The second second second second	On lui 18/1/2	Head department of Computer Science D. V. S. College of Arts & Science Shimoga - 577 201.
}	Basavary C.M.	741	Head department of Computer Science D. V. S. College of Arts & Science Shimoga - 577 201.
<b>}</b>	Basavary C.M.	Med 18/1/2	Head department of Computer Science D. V. S. College of Arts & Science Shimoga - 577 201.
<b>} &gt; &gt;</b>	Basavarij C.M. Mangeoh S. Pai	Mel 18/1/21	Head department of Computer Science D. V. S. College of Arts & Science Shimoga - 577 201.
\$ } }	Basavary C.M. Mangeoh S. Par Rahshithe H. J	18/1/21 18/1/21 18/1/21	Head department of Computer Science D. V. S. College of Arts & Science Shimoga - 577 201;
1) 1 2) 3) 4 3) 5) 7 3) 7	Basavary C.M.  Mangeoh S. Par  Rasshithe H. J  Priyanke 9M	Mel 18/1/21	Head department of Computer Science D. V. S. College of Arts & Science Shimoga - 577 201;

## Department Meeting @ 10.45 AM

Agenda:

- 1. Subject allotment for the Even Semester for Academic year 20-21.
- 2. Department: : Criteria wire NAAC Report

3. IA Marke Entoup

- 4. III BCA Practical Examinations from April 7th onwards.
- 5. Thirds Internals has been conducted on 16/03/21 to 17/03/21. It has been extended to one more day. 18/03/21 who were absent for the specified date.
- 6. COVID-19 Measures must be taken during Theory and Practical Examination.

## Outcome :-

- 1. Subject allotment for Even Semester: 2020-21 Neltonavally + - BCA: Malks, BSc : AJava Baravanaj CM - BCA: SE, BSC: SE/CN Meghanaja DS - BCA: Unix, BSc: DS Mangesh. S. Pai - BCA: Java, BCA: CN Syed Asim K - BCA: DWM, BSc: DBMS Rakshilta HJ - BCA: Linear DS, BCA: Stats Psüyanka G M - BCA: DBMS I, BCA: NET Nikilta . S - BCA: DF, BCA: PLISQL
- 2. Department NAAC Report: Criteria wise suport pereparation -
- 3. IA Marks Entry must be completed before 25/03/2021

19   80   81 ; 340.0
4. Practical Examination for final year degree students will be conducted after lineir last examinations] Theory.
5. Third internals Schedule extended one more day ie on 18/03/21 in the favour of Students.
6. Creating awareness regarding COVID-19 during Theory and practicals: to all students
S. March Interpolation bein Conducted on iclosias to
Xeltraralti. H
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E. COVER-19 Mediants which for taken diming broad of
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Name Signature
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2. Basavaraj cm mel 18/3/2/2 3. Megharij s S Megharig ? 2 4. Mangert 5-Pai
C. Vangers J- Van
6. Ratshithe H.J the
7. Pouganka G.M.
8. NPhlothas.
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Date: 29/7/21

## Department muting @ 10:40 AM

Agenda : "Affiliation Preparation

2) Admission procus.

3) Online Oppline class.

4) University valuation.

Outcome:

1. Document preparation for Affiliation

2. Affiliation committee Visits may be on 3rd August.

3. Online and offline classes one engaged as per finetable. 4. Admission Enquisy handling process is going on. 5. University Valuation Commences from 30/7/2021

D. V. S. College of Arts & Science Shimoga - 577 201.

Name 1. Basavaraj C.M 2. Megharcija D.S

3. Mangesh S pai 4. Syed Asim K 5. Rakshitha H.J

195 178 - 850 m. 12

6. Psiyanka G.M. 7. Nikhelha .S

8. Manjala .S

Signature

Horyela S

## Department Meeting @ 11 AM

Agenda:

1. HOD Meeting held with Pouncipal on 19/08/21

* Affiliation Visit

* Conduction of and 4th Senseter classes

* Completion of NAAC pending work. * Submittion of I IA Question paper.

## Outcome:

1. Documentation of Faculty profile and Dept profile 2. 2nd and 4th Semester classes will be taken from 23th August.

3. Criteria wike completion of Dept profile and faculty profile. - NAAC work

4. Question paper for II IA Submitted before 26th August

lettravalli . H field department of Computer Science B. V. S. College of Arts & Science Shimoga - 577 201.

it Basavaraj C M 2> Meghanaja D.S 3} Mangesh S pai 47 Syed Asim K 5} Rakslitha # J 65 Psiyanka G M 72 Nikhilta S 87 Manjula .S

# Department Meeting (3) 11 AM

Agenda:

2. Application Visit to the college on 27/09/21
2. Commencement of practical Examination from 25/09/21
3. IA Marks Entry

4. Completion of Thord IA Theory and practicals.

Outcome:

1. Ready with faculty profile and department profile on 27/09/21 for the affiliation 2. Third IA for practicals and Theory must be conducted

Will in 01/10/21

3. IA Narks Entry have to be completed within 8/10/21

4. Practical Exame for Final BCA 1 BSc and superstone commerces from 25/09/21. Make the preparation for the same

Website: www.dvsdegreecollege.org Off: 08182-278455 Email: principal.dvscollege@gmail.com Fax: 08182-278455



(Accredited from National Assessment & Accreditation Council at the B+ Level)

Sir M.V. Road, P.B.No.81, SHIVAMOGGA - 577201, Karnataka State.

### **Department of Computer Science**

Ref: CS/01/2016-17

Notice for conducting department meeting for the academic year 2016-17

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 29-06-2016

Time: 11 A M

Venue: Dept Staff Room

Signature
HOD
Dept of Computer Science

### Name of the Department : Computer Science

**Date**:29/06/2016

Venue: Dept Staff Room

Time: 11 AM

Agenda: 1. Academic 2016-17 subjects Allotment

2. Time Table and Work Load

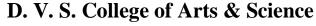
#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the issues regarding subjects of the academic year 2016-17and department head distribute individual time table for the faculty.

RESOLUTION: As above discussions all the faculty members agreed to the allotted subjects.

- 1. Basavaraj C M
- 2. Nethravathi H
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Manjula S
- 7. Dr manjunath H
- 8. Nagaraj K K

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Sir M.V. Road, P.B.No.81, SHIVAMOGGA - 577201, Karnataka State.

### **Department of Computer Science**

Ref: CS/02/2016-17

Notice for conducting department meeting for the academic year 2016-17

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 20-07-2016

Time: 4:00 P M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science Name of the Department: Computer Science

**Date:**20/07/2016

Venue: Dept Staff Room

**Time:** 4:00 PM

**Agenda:** 1. Remedial classes for failed students

2. Class teachers

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the remedial classes for failed students and all faculties agreed to conduct remedial classes.

**RESOLUTION:** All Faculty members are agreed to follow the meeting proceedings.

- 1. Basavaraj C M
- 2. Nethravathi H
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Shwetha K
- 7. Rakshitha H

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## D. V. S. College of Arts & Science



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Sir M.V. Road, P.B.No.81, SHIVAMOGGA - 577201, Karnataka State.

#### **Department of Computer Science**

Ref: CS/03/2016-17

Notice for conducting department meeting for the academic year 2016-17

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 23-08-2016

Time: 10:30 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science Name of the Department: Computer Science

**Date**:23/08/2016

Venue: Dept Staff Room

**Time:** 10:30 AM

**Agenda:** 1.Distribution of work

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the distribution of department work, department head distribute the works as:

- Test Related work –Syed Asim K
- Event Management-Nethravathi H and shwetha K
- Sport related work –Rakshitha H j
- IQAC-Nethravathi h, megharaj D S and Rakshitha H j.
- ICT-Mangesh S Pai
- System Related work-Megharaj D S and Rakshitha H j

**RESOLUTION:** As above discussions all the faculty members agreed to the allotted work.

- 1. Basavaraj C M
- 2. Nethravathi H
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Shwetha K
- 7. Rakshitha H

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#### **Department of Computer Science**

Ref: CS/04/2016-17

Notice for conducting department meeting for the academic year 2016-17

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 04-10-2016

Time: 11 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science Name of the Department: Computer Science

**Date:**04/10/2016

Venue: Dept Staff Room

Time: 11 AM

**Agenda:** 1.Practical Exams

2. IA Marks List

3. Allotted Committee Work Report

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the Practical examination date, preparation of average marks list of IA and respective committee work of the faculty.

**RESOLUTION:** All Faculty members are agreed to follow the meeting proceedings.

- 1. Basavaraj C M
- 2. Nethravathi H
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Shwetha K
- 6. Rakshitha H

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#### **Department of Computer Science**

Ref: CS/05/2016-17

Notice for conducting department meeting for the academic year 2016-17

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 02-01-2017

Time: 12:15 P M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science Name of the Department : Computer Science

**Date:**02/01/2017

**Venue:** Dept Staff Room

**Time:** 12:15 PM

**Agenda:** 1. UBUNTU Installation

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the UBUNTU software installation in department with Hoysala Sanehalli C.

**RESOLUTION:** All Faculty members are agreed to follow the meeting proceedings.

- 1. Basavaraj C M
- 2. Nethravathi H
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Shwetha K
- 6. Rakshitha H

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#### **Department of Computer Science**

Ref: CS/06/2016-17

Notice for conducting department meeting for the academic year 2016-17

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 14-02-2017

Time: 10:45 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science

#### Name of the Department : Computer Science

**Date:**14/02/2017

Venue: Dept Staff Room

**Time:** 10:45 AM

Agenda: 1.Meeting of department staff held with secretary at DVS MC Office about UBUNTU

software installation.

#### **PROCEEDINGS:**

• Visit of UBUNTU software engineer to the department has been informed to the secretary of DVS MC.

- Department staff should be in the department on 15/02/2017 at 11 A M for the process of ubuntu installation as informed by secretary
- Meeting proceeding letter has been forwarded to secretary through principal.

**RESOLUTION:** All Faculty members are agreed to follow the meeting proceedings.

- 1. Basavaraj C M
- 2. Nethravathi H
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Shwetha K
- 6. Rakshitha H
- 7. Manjula S

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### **Department of Computer Science**

Ref: CS/07/2016-17

Notice for conducting department meeting for the academic year 2016-17

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 22-03-2017

Time: 10:40 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer

Science

Name of the Department : Computer Science

**Date:**22/03/2017

Venue: Dept Staff Room

**Time:** 10;40 AM

**Agenda:** 1.meeting held with secretary on 21/03/2017

2. prathibha puraskara

3. Practical examination

4. subject allotment

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about:

- Requirement of the department for the academic year 2017-18 to be submitted to DVS MC.
- Pratibha puraskara function will be conducted on 28/03/2017.
- Commencement of practical examination is from 07/04/2017.
- Subject has been allotted for the even semester of 2017-18.

RESOLUTION: As above discussions all the faculty members agreed to the allotted subjects and conducting classes.

- 1. Basavaraj C M
- 2. Nethravathi H
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Shwetha K
- 6. Rakshitha H

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## **Department of Computer Science**

Ref No: CS/01/2017 -18

Notice for conducting department meeting for the academic year 2017 - 18

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 17-07-2017

Time: 4:30 P M

Venue: Dept Staff Room

Date: 17/07/2017

Venue: Dept Staff Room

Time: 04.30 PM

## Agenda:

- 1. Regarding Department Activities
- 2. Commencement of lab
- 3.Extra Work Load allotment

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about the distribution of department task.
- Commencement of lab with allotted time.
- Extra workload of 7 hrs is allotted as: Nethravathi H=2 hrs,

Syed Asim K =2hrs, Basavaraj C M=1hrs Megharaj D S=1hrs Mangesh S Pai=1 hrs

#### Task Distrubution for 2017-18:

- System Details:Syed Asim K and Rakshitha H J
- 2. IQAC:Megharaja D and Nethravathi H

- 3. Event Organization:Basavaraj C M and Shwetha K
- 4. Sports: Mangesh S Pai

Task of Class Teachers: Conducting Bridge Course and Remedial Class

**RESOLUTION:** As above discussions all the faculty members agreed to the allotted Task.

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Shwetha K
- 6. Rakshitha H J

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## **Department of Computer Science**

Ref No: CS/02/2017 -18

Notice for conducting department meeting for the academic year 2017 - 18

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 01-01-2018

Time: 10.45 A M

Venue: Dept Staff Room

Date: 01/01/2018

Venue: Dept Staff Room

Time: 10.45 AM

## Agenda:

- 1. Department Activities.
- 2. Commencement of Lab
- 3. Affiliation Visit
- 4. Event regarding IT Career and Placement
- 5. System, UPS and Battery Maintenance
- 6. Parent-Tearcher Meeting

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about Departmental Activities.
- Commencement of practicals from 01/01/2018.
- Affiliation Committee visit on 03/01/2018.
- Event Regarding IT career and placement on 02/02/2018 at 11:30 AM.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Shwetha K
- 6. Rakshitha H J
- 7. Manjula S

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## **Department of Computer Science**

Ref No: CS/03/2017 -18

Notice for conducting department meeting for the academic year 2017 - 18

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 03-02-2018

Time: 01:00 P M

Venue: Dept Staff Room

Date: 03/02/2018

Venue: Dept Staff Room

Time: 01:00 PM

## Agenda:

- 1. Regarding attending Conferences, paper presentation.
- 2. Prathibha Puraskara.
- 3. I Practical IA
- 4. Visit of Mr. Hoysala on 06/02/2018.
- 5. Shortage of Attendance
- 6. Student Counseling

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about I IA Practical for even semester.
- Discussed about who should prepare for paper presentation for affiliation
- Letter sent to the parents of students whose attendance is shortage.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Shwetha K
- 6. Rakshitha H J
- 7. Manjula S

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## **Department of Computer Science**

Ref No: CS/04/2017 -18

Notice for conducting department meeting for the academic year 2017 - 18

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 13-03-2018

Time: 11:30 A M

Venue: Dept Staff Room

Date: 13/03/2018

Venue: Dept Staff Room

Time: 11:30 A M

## Agenda:

- 1. Departmental Activities.
- 2. Regarding Practical Examination.
- 3. Admission for the next semester.
- 4. IA Marks Entry.

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about conducting practical examination from 19/03/2018
- IA Marks Entry in the logisys website.
- Preparation for admission work.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Shwetha K
- 6. Rakshitha H J
- 7. Manjula S

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## **Department of Computer Science**

Ref No: CS/05/2017 -18

Notice for conducting department meeting for the academic year 2017 - 18

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 05-04-2018

Time: 11:00 A M

Venue: Dept Staff Room

Date: 05/04/2018

Venue: Dept Staff Room

Time: 11:00 A M

## Agenda:

- 1. Admission Allotment.
- 2. Subject Allotment for academic 2018-19.
- 3. Attending Conference/workshop/symposium/seminar

## **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about allotment of admission duty to each faculty.
- Allotment of subject for academic 2018-19.
- Attending conference/workshop/symposium/seminar during april/may/june.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Shwetha K
- 6. Rakshitha H J
- 7. Manjula S

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## **Department of Computer Science**

Ref No: CS/01/2018 -19

Notice for conducting department meeting for the academic year 2018 - 19

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 15-06-2018

Time: 10.30 A M

Venue: Dept Staff Room

Date: 15/06/2018

Venue: Dept Staff Room

Time: 10.30 AM

## Agenda:

1. Commencement of classes and practical.

- 2. Department Activities.
- 3. Workload of excess 19 hours.

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about Departmental Activities.
- Commencement of practical by 20/06/2018
- Due to excess of workload additional lecturer is required.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Manjula S

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## **Department of Computer Science**

Ref No: CS/02/2018 -19

Notice for conducting department meeting for the academic year 2018 - 19

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 22-09-2018

Time: 11.00 A M

Venue: Dept Staff Room

Date: 15/06/2018

Venue: Dept Staff Room

Time: 10.30 AM

## Agenda:

- 1. Practical Examination
- 2. IA Marks Entry
- 3. Subject Allotment for next semester
- 4. Software updation

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about commencement of practical examination.
- IA Marks Entry on Logisys website.
- Subject allotment for next semester
- Software updation befor examination.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Manjula S

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## **Department of Computer Science**

Ref No: CS/03/2018 -19

Notice for conducting department meeting for the academic year 2018 - 19

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 11-12-2018

Time: 10:30 A M

Venue: Dept Staff Room

Date: 11/12/2018

Venue: Dept Staff Room

Time: 10.30 AM

## Agenda:

1. Time Table Distrubution

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about time table and department head distribute individual time table for all faculty.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Manjula S

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## **Department of Computer Science**

Ref No: CS/04/2018 -19

Notice for conducting department meeting for the academic year 2018 - 19

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 22-12-2018

Time: 11:00 A M

Venue: Dept Staff Room

Date: 22/12/2018

Venue: Dept Staff Room

Time: 11:00 AM

#### Agenda:

- 1. Department Activities.
- 2. Preparation for Affiliation.
- 3. Department Program NAAC.
- 4. Preparation for NAAC.

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about the preparation of department profile for affiliation on Jan-2019.
- Conducting Department Program related to project on 26th or 27th of December.
- Maintaining personal profile from 2015-2018 for NAAC 2019.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Manjula S

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## **Department of Computer Science**

Ref No: CS/05/2018 -19

Notice for conducting department meeting for the academic year 2018 - 19

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 11-03-2019

Time: 10:45 A M

Venue: Dept Staff Room

Date: 11/103/2019

Venue: Dept Staff Room

Time: 10:45 AM

## Agenda:

- 1. Practical Examination.
- 2. Subject Allotment for next academic year.
- 3. NAAC Activities.
- 4. Admission Allotment.

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about the commencement of practical examination from 25/03/2019.
- Conducting third internals from 18/03/2019 to 22/03/2019.
- Regarding PGCET Workshop.
- Preparation of department profile from 2015 to 2019 for NAAC.
- Department Requirement for the academic 2019-20.

**RESOLUTION:** All the faculties agreed to the above proceedings

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Manjula S

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## D. V. S. College of Arts & Science

 $(Permanently\ Affiliated\ to\ Kuvempu\ University)$  (Accredited from National Assessment & Accreditation Council at the B+ Level)

Sir M.V. Road, P.B.No.81, SHIVAMOGGA - 577201, Karnataka State.

## **Department of Computer Science**

Ref No: CS/01/2019 -20

Notice for conducting department meeting for the academic year 2019 - 20

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 11-06-2019

Time: 10.30 A M

Venue: Dept Staff Room

Date: 11/06/2019

Venue: Dept Staff Room

Time: 10.30 AM

### Agenda:

- 1. Timetable distribution for the respective subject allotted to the faculty.
- 2. Subject allotment for the new lecturer.
- 3. Commencement of classes and practical lab.
- 4. System Maintenance

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about the syllabus distribution for the current academic year.
- Distributed individual time table for the respective faculty member.
- All faculties agreed to engage the classes for the specified timetable.

### **Allotment of Subjects:**

- 1. Nethravathi H: Maths I, Advanced Java
- 2. Basavaraj C M : DBMS, SE
- 3. Megharaja D S: Unix & OS, DC
- 4. Mangesh S Pai: PF & C, WP

- 5. Syed Asim K : C++ , OS
- 6. Rakshitha H J : IIT, C++
- 7. Priyanka G M: SS, JAVA
- 8. Nikhitha S: CF, CF & C

**RESOLUTION:** As above discussions all the faculty members agreed to the allotted subjects and will engage the classes as per timetable.

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Nikhitha S
- 8. Manjula S

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## **Department of Computer Science**

Ref No: CS/02/2019 -20

Notice for conducting department meeting for the academic year 2019 - 20

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 03-07-2019

Time: 10.30 A M

Venue: Dept Staff Room

Date: 03/07/2019

Venue: Dept Staff Room

Time: 10.30 AM

### Agenda:

1. Regarding newly purchased 10 computer systems.

## **System Specification:**

**IBALL Cabinet** 

i5 8th Gen Processor

Gigabyte 310 Motherboard

RAM 4GB DDR4

**HDD 1TB SEAGATE** 

DELL Keyboard

**DELL Mouse** 

DELL 18.5 LED - 10 Nos

DVD Writer LG – 3 Nos

HP M1005 Printer – 1 No

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

• Further discussed about the required software installation for the new computers.

**RESOLUTION:** The computer must be installed with the required software as soon as possible (2 days).

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Nikhitha S
- 8. Manjula S

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## **Department of Computer Science**

Ref No: CS/03/2019 -20

Notice for conducting department meeting for the academic year 2019 - 20

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 16-08-2019

Time: 10.30 A M

Venue: Dept Staff Room

Date: 16/08/2019

Venue: Dept Staff Room

Time: 10.30 AM

#### Agenda:

Activities discussed in Staff Meeting held on 02/08/2019

- 1. Shortage of attendance for first IA
- 2. Question Bank, Assignments given for first IA
- 3. Counseling for students
- 4. Dept profile for NAAC and Affiliation
- 5. Students attendance report had been communicated to parents.
- 6. Timetable for first practical internals.

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about the above said issues with respect to students.
- Assignments and Question banks will be prepared with respect first theory internals.
- Preparation of Dept profile.
- Schedule had been decided to conduct first practical internal for BCA students.

**RESOLUTION:** All Faculty members are agreed to follow the meeting proceedings.

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Nikhitha S
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## **Department of Computer Science**

Ref No: CS/04/2019 -20

Notice for conducting department meeting for the academic year 2019 - 20

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 09-09-2019

Time: 11 A M

Venue: Dept Staff Room

Date: 16/08/2019

Venue: Dept Staff Room

Time: 10.30 AM

### Agenda: Meeting held with Principal on 04 / 09 / 2019

1. Department Activity

2. Practical Examination

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

• Further discussed about the above said issues with respect to Departmental Activities and Commencement of Practical Examination.

**RESOLUTION:** All the Faculty members are agreed to follow the below mentioned proceedings.

- 1. Preparation and Submission of Dept of profile to IQAC Coordinator.
- 2. Organizing Dept Programs like Seminars / Workshop.
- 3. Preparation for the next Affiliation process.
- 4. Timetable for Second Practical Internals for BCA students.
- 5. Conducting Third Internals for Theory and Practical.
- 6. University Practical examination schedule commences from 16 / 09 /2019 to 14 / 10 / 2019

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Nikhitha S
- 8. Manjula S

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## **Department of Computer Science**

Ref No: CS/05/2019 -20

Notice for conducting department meeting for the academic year 2019 - 20

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 11-06-2019

Time: 10.15 A M

Venue: Dept Staff Room

Date: 09/12/2019

Venue: Dept Staff Room

Time: 10.15 AM

### Agenda:

- 1. HOD meeting held with Principal and NAAC Coordinator
- 2. NAAC Activities All Criteria
- 3.Department Activity.

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about the above said issues with respect to Departmental Activities and NAAC Activities.
- All Criteria work with respect to Department will be furnished to IQAC coordinator with in the specified time.
- Allotment of subjects and timetable for Even Semester of 2019 20.
- Cleanliness in the Department

#### **Allotment of Subjects:**

1. Nethravathi H: Maths II, Advanced Java

2. Basavaraj C M : DBMS, SE / CN

3. Megharaja D S : Unix, DS

4. Mangesh S Pai: JAVA & CN

5. Syed Asim K: DS, DWM

6. Rakshitha H J: PS, CG

7. Priyanka G M: DBMS, .NET

8. Nikhitha S: LD

**RESOLUTION:** As per the above discussions all the faculty members agreed to the allotted subjects and will engage the classes as per timetable.

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Nikhitha S
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## **Department of Computer Science**

Ref No: CS/06/2019 -20

Notice for conducting department meeting for the academic year 2019 - 20

Dear Sir/Madam,

The department meeting for the academic year 2019 - 20 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 20-03-2020

Time: 10.30 A M

Venue: Dept Staff Room

Date: 20/03/2020

Venue: Dept Staff Room

Time: 10.30 AM

#### Agenda:

- 1. HOD meeting held with Principal and NAAC Coordinator
  - ➤ Conducting Internals for Theory and Practical
  - > Commencement of Practical Examination
  - > Extended Profile for NAAC
- 2. Allotment of the subjects for the Academic Year 2020 21 [ Odd Semester ]
- 3. Branding Admission for the Academic Year 2020- 21.

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting.

- Further discussed about the above said issues with respect to Departmental Activities and NAAC Activities.
- Theory and Practical internals will be conducted from the department instead of through examination committee.
- Documents for NAAC Extended Profile must be prepared.
- Allotment of subjects and timetable for Odd Semester of 2020 21.
- Branding task with respect to Degree admission had completed twice on 11 / 03 / 2020 and 19 / 03 / 2020 as per the instruction of Principal and DVS Management.

## **Allotment of Subjects:**

1. Nethravathi H: Maths I, Advanced Java

2. Basavaraj C M : SE , JAVA

3. Megharaja DS: DC, Unix & OS

4. Mangesh S Pai: WP, PF & C

5. Syed Asim K: SS, C++

6. Rakshitha H J: DS USING C++, IIT

7. Priyanka G M: DBMS II, OS

8. Nikhitha S: CF, CF & C

**RESOLUTION:** As per the above discussions all the faculty members agreed to the allotted subjects and will engage the classes as per timetable.

- 1. Basavaraj C M
- 2. Megharaja D S
- 3. Mangesh S Pai
- 4. Syed Asim K
- 5. Rakshitha H J
- 6. Priyanka G M
- 7. Nikhitha S
- 8. Manjula S

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## **Department of Computer Science**

Ref: CS/01/2020-21

Notice for conducting department meeting for the academic year 2020-21

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 19-08-2020

Time: 11 A M

Venue: Dept Staff Room

**Date:**19/08/2020

Venue: Dept Staff Room

Time: 11 AM

**Agenda:** 1. Online Classes for 2020-2021 academic year

2. Remedial Classes for current final year students

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the syllabus distributed in the previous year, Head of the department distribute time table for conducting online classes with ready materials and all faculties agreed to conduct remedial classes for final year students.

**RESOLUTION:** As above discussions all the faculty members agreed to the allotted subjects and conducting online and remedial classes.

- 1. Nethravathi H
- 2. Basavaraj C M
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Rakshitha H j
- 7. Priyanka G M
- 8. Nikhitha S
- 9. Manjula S

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Sir M.V. Road, P.B.No.81, SHIVAMOGGA - 577201, Karnataka State.

## **Department of Computer Science**

Ref: CS/02/2020-21

Notice for conducting department meeting for the academic year 2020-21

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 05-09-2020

Time: 10:30 A M

Venue: Dept Staff Room

**Date**:05/09/2020

Venue: Dept Staff Room

**Time:** 10:30 AM

**Agenda:** Organizing Webinar on "Prospects in Computational biology"

#### PROCEEDINGS:

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the webinar on "prospects in Computational Biology" in association with Department of Zoology and Department of Computer Science and Alumni association of College. The webinar Date will be Scheduled on 11/09/2021 at 9:30AM.

**RESOLUTION:** All the faculties agreed to the above meeting proceedings.

- 1. Nethravathi H
- 2. Basavaraj C M
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Rakshitha H i
- 7. Priyanka G M
- 8. Nikhitha S
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# Sir M.V. Road, P.B.No.81, SHIVAMOGGA - 577201, Karnataka State.

### **Department of Computer Science**

Ref: CS/03/2020-21

Notice for conducting department meeting for the academic year 2020-21

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 13-11-2020

Time: 11 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science

Name of the Department: Computer Science

**Date**:13/11/2020

Venue: Dept Staff Room

Time: 11 AM

**Agenda:** 1. Conducting offline classes for final BCA and BSc theory and practicals.

2. COVID-19 measures issued by UGC and Govt of Karnataka.

3. Task assignment during Conducting Offline Classes.

#### PROCEEDINGS:

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the online classes for final year students, all faculties agreed to follow covid-19 measures and agreed to conduct online classes for first year and second year students.

**RESOLUTION:** As above discussions all the faculty members agreed to conduct online classes.

#### **Members Attended:**

1. Nethravathi H

- 2. Basavaraj C M
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Rakshitha H j
- 7. Priyanka G M
- 8. Nikhitha S
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### **Department of Computer Science**

Ref: CS/04/2020-21

Notice for conducting department meeting for the academic year 2020-21

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 18-01-2021

Time: 12:15 P M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science

Fax: 08182-278455

Name of the Department : Computer Science

**Date**:18/01/2021

Venue: Dept Staff Room

**Time:** 12:15 PM

**Agenda**: 1. Commencement of offline classes for first year students from 18/01/2021.

2. Time Table distrubution.

3. Orientation Program.

4. Affiliation Visit.

5. I Internals Theory and Practical.

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. All the members agreed to start the offline classes and agreed to collect the consent letter from the students. Department head distribute individual time table for all faculty, orientation Program date will be Scheduled on 23/01/2021, preparation of document for affiliation and syllabus for I Internals.

**RESOLUTION:** All the faculties agreed to the above meeting proceedings.

#### Members Attended:

- 1. Nethravathi H
- 2. Basavaraj C M
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Rakshitha H j
- 7. Priyanka G M
- 8. Nikhitha S
- 9. Manjula S

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#### **Department of Computer Science**

Ref: CS/05/2020-21

Notice for conducting department meeting for the academic year 2020-21

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 18-03-2021

Time: 10:45 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science Name of the Department: Computer Science

**Date**:18/03/2021

Venue: Dept Staff Room

**Time:** 10;45 AM

**Agenda:** 1. Subject allotment for even semester

2. Criteria wise NAAc Report Preparation

3. IA Marks Entry

4. Practical Examination

5. III Internals

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Department head allot the subjects of even semester, all faculties agreed to enter IA Marks before 25/03/2021, third Internals date will be scheduled on 16/03/2021 and 18/03/21.

**RESOLUTION:** All the faculties agreed to the above meeting proceedings.

- 1. Nethravathi H
- 2. Basavaraj C M
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Rakshitha H j
- 7. Priyanka G M
- 8. Nikhitha S
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### **Department of Computer Science**

Ref: CS/06/2020-21

Notice for conducting department meeting for the academic year 2020-21

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 29-07-2021

Time: 10:40 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science Name of the Department: Computer Science

Date:29/07/2021

Venue: Dept Staff Room

**Time:** 10;40 AM

Agenda: 1. Affiliation Preparation

2. Admission Process

3. Online/Offline Classes

4. University Valuation

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Further discussed about the preparation of document for affiliation, Admission process, online and offline classes are engaged as per timetable and university valuation commences from 30/07/2021.

**RESOLUTION:** All the faculties agreed to the above meeting proceedings.

- 1. Nethravathi H
- 2. Basavaraj C M
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Rakshitha H j
- 7. Priyanka G M
- 8. Nikhitha S
- 9. Manjula S

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### **Department of Computer Science**

Ref: CS/07/2020-21

Notice for conducting department meeting for the academic year 2020-21

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 21-08-2021

Time: 11:00 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science Name of the Department : Computer Science

**Date**:21/08/2021

Venue: Dept Staff Room

**Time:** 11:00 AM

Agenda: 1. HOD Meeting held with principal on 19/08/2021

2. Affiliation Visit

- 3. Conducting  $2^{nd}$  and  $4^{th}$  semester classes
- 4. Completion of NAAC pending Work
- 5. Submission of II IA Question Paper

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Department head covey the details of meeting held with principal, faculty profile and dept profile will be documented for affiliation, criteria wise completion of dept work and question paper for II IA submitter before 26/08/2021.

**RESOLUTION:** All the faculties agreed to the above meeting proceedings.

- 1. Nethravathi H
- 2. Basavaraj C M
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Rakshitha H j
- 7. Priyanka G M
- 8. Nikhitha S
- 9. Manjula S

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#### **Department of Computer Science**

Ref: CS/08/2020-21

Notice for conducting department meeting for the academic year 2020-21

Dear Sir/Madam,

The department meeting for the academic year 2020-21 is scheduled as per the details given below. All are hereby informed to attend the meeting without fail.

Date: 24-09-2021

Time: 11:00 A M

Venue: Dept Staff Room

Signature HOD Dept of Computer Science Name of the Department : Computer Science

**Date**:24/09/2021

**Venue:** Dept Staff Room

**Time**: 11:00 AM

**Agenda:** 1. Affiliation visit to the College on 27/09/2021

2. Commencement of practical examination

3. IA Marks Entry

4. Completion of 3rd IA theory and practical

#### **PROCEEDINGS:**

In the beginning of the meeting department head welcome all the faculty of the department, and briefed the agenda of the meeting. Affiliation Committee Visit to the department on 27/09/2021, III IA for practicals and theory will be scheduled on 1/10/2021, IA Marks entry will be completed within 8/10/2021 and practical exams commences from 25/09/2021.

- 1. Nethravathi H
- 2. Basavaraj C M
- 3. Megharaj D S
- 4. Mangesh S Pai
- 5. Syed Asim K
- 6. Rakshitha H j
- 7. Priyanka G M
- 8. Nikhitha S
- 9. Manjula S

Date: 08-07-2016

Venue: Dept staff room

Time: 4 PM

Agenda: Distribution of syllabus.

Others with the permission of HOD

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about Microcontroller to be purchased, syllabus and time table distribution among the faculty members.

Resolution: as above discussions all the faculty members agreed to teach the allotted topics in this academic year.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:8-7-2016

Time: 4PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To distribute syllabus and time table among the faculty

Members.

Approval of last meeting: 8-7-2016

Motion: Decided to distribute the syllabus

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to teach the

Allotted topics in this academic year.

Date: 10-08-2016

Venue: dept staff room

Time: 4 PM

Agenda: To organize seminar by ISRO scientist

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about progress of syllabus and the modifications to be done in practical procedure.

Discussed about organizing seminar by ISRO scientist Dr. B.N Suresh.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:10-8-2016

Time: 4PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To organize a seminar by ISRO Scientist.

Approval of last meeting: 10-8-2016

Motion: Decided to organize a seminar as per the agenda

Vote: All members are agreed for the above decisions

Resolved: discussed about to organize a seminar by ISRO Scientist Dr.B.N.Suresh

Date: 12-09-2016

Venue: dept staff room

Time: 4 PM

Agenda: To take special classes

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further decided to take extra classes for poor performing students and to take special classes to complete the syllabus.

Decided to engage classes for solving questions papers and viva questions.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:12-9-2016

Time: 4PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conduct special classes.

Approval of last meeting: 12-9-2016

Motion: Decided to take some special classes

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to take Some special classes to the students.

Date: 4-10-2016

Venue: dept staff room

Time: 4-30 PM

Agenda: To prepare for practical exam

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further decided to prepare online batch preparation, time table for practical examination.

The responsibility of online entry of IA marks given to S.D Umesha.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:4-10-2016

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepare for the practical exam

Approval of last meeting: 4-10-2016

Motion: Decided to get prepared for practical exam

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to prepare Batches for the practical exams.

Date: 2-1-2017

Venue: Dept staff room

Time: 4-30 PM

Agenda: Distribution of II IV and IV SEM syllabus

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the activities to be conducted in current semester.

Time table and syllabus are distributed among the faculty members.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:2-1-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To distribute syllabus and time table among the faculty

Members.

Approval of last meeting: 2-1-2017

Motion: Decided to distribute the syllabus

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to teach the

Allotted topics in this academic year.

Date: 8-02-2017

Venue: Dept staff room

Time: 4 PM

Agenda: To conduct seminars by the students

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further decided to conduct seminars by students about some relevant topics.

Decided to check the project and the reports prepared by final year students

The final date of submission of project report and demo is fixed on or before 15th march.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:8-2-2017

Time: 4PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conducts seminars by the students

Approval of last meeting: 8-2-2017

Motion: Decided to conduct seminars by giving some topic to the students

Vote: All members are agreed for the above decisions

Resolved: As per the discussions decided to give some topics to the students for Seminars.

Date: 10-03-2017

Venue: Dept staff room

Time: 4-30 PM

Agenda: To conduct special classes

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about progress in syllabus, decided to conduct special classes for the completion of syllabus.

Discussed about question paper preparation.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:10-3-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conduct special classes.

Approval of last meeting: 10-3-2017

Motion: Decided to take some special classes

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to take Some special classes to the students.

Date: 03-04-2017

Venue: Dept staff room

Time: 4 PM

Agenda: To prepare for practical examinations,

To take remedial classes for poor performers

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about experiments to be setup for practical examination and time table.

Discussed about remedial classes to be taken for poor performing students.

Online entry of IA marks responsibility given to B.N Sunanda.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:3-4-2017

Time: 4PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the practical examinations and to take

Remedial classes for poor students.

Approval of last meeting: 3-4-2017

Motion: Decided to take some remedial classes

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to take

Some remedial classes to the poor students and decided to get

Prepared for the practical examinations in all manners.

Date: 03-07-2017

Venue: Dept staff room

Time: 4-30 PM

Agenda: Distribution of I III and V SEM syllabus

To conduct welcome program for first year students

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed to welcome first year students on behalf of the department.

Decided to help the poor students and to motivate them to use library.

Time table and syllabus is distributed among staff members.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:3-7-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To distribute syllabus and time table among the faculty

Members and to conduct welcome programs for fresher's.

Approval of last meeting: 3-7-2017

Motion: Decided to distribute the syllabus.

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to teach the

Allotted topics in this academic year and date also selected for

Welcome function.

Date: 10-08-2017

Venue: Dept staff room

Time: 4 PM

Agenda: To discuss progress in syllabus

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the progress in syllabus.

Discussed about question paper to be given to first IA test.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:10-8-2017

Time: 4PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss progress in syllabus

Approval of last meeting: 10-8-2017

Motion: discussed about the syllabus progression

Vote: All members are agreed for the above decisions

Resolved: discussed about the questions that should be given to the first IA and Also discussed about the progressions in syllabus.

Date: 07-09-2017

Venue: Dept staff room

Time: 4 PM

Agenda: To conduct counseling of students

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus.

Discussed about the counseling of students to give a proper guidance to students who have some problems.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:7-9-2017

Time: 4PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conduct counseling to the students.

Approval of last meeting: 7-9-2017

Motion: Decided to conduct counseling to the students

Vote: All members are agreed for the above decisions

Resolved : As per the discussions decided to give a proper guidance to students

Who have some problems.

Date: 03-10-2017

Venue: Dept staff room

Time: 4-30 PM

Agenda: To prepare for practical examinations.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the practical exam time table, batch preparation etc, to be done.

Decided to check all the components and equipments requires for the practical examination.

The responsibility of online IA marks entry given to S.D Umesh.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:3-10-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the practical examination.

Approval of last meeting: 3-10-2017

Motion: Decided to get prepared for the practical examinations

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the practical examinations in all manners.

Date: 02-01-2018

Venue: Dept staff room

Time: 4-30 PM

Agenda: Distribution of II IV and VI SEM syllabus

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further syllabus and time table are distributed among the faculty members.

Decided to allot projects for final year students- batch wise

Discussed about activities to be conducted by the department in the current semester.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:2-1-2018

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To distribute syllabus and time table among the faculty

Members.

Approval of last meeting: 2-1-2018

Motion: Decided to distribute the syllabus.

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to teach the

Allotted topics in this academic year.

Date: 05-02-2018

Venue: Dept staff room

Time: 4-30 PM

Agenda: To prepare for the first IA

## PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about question paper preparation for first IA test.

Discussed about progress in syllabus

Decided to check the progress in project models and reports and also decided to give last date of submission of project as 20th march.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:5-2-2018

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To prepare for the first IA.

Approval of last meeting: 5-2-2018

Motion:.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to teach the Allotted topics in this academic year and date also selected for Welcome function.

Date: 06-03-2018

Venue: Dept staff room

Time: 4-30 PM

Agenda: To take remedial classes

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about UPS to be replaced.

Discussed about taking special classes to complete the syllabus and also noticed that most of the students have finished project models and preparing the report.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:6-3-2018

Time: 4-30 PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To take Remedial classes for poor students.

Approval of last meeting: 6-3-2018

Motion: Decided to take some remedial classes

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to take

Some remedial classes to the poor students..

Date: 03-04-2018

Venue: Dept staff room

Time: 4-30 PM

Agenda: To prepare for practical examinations.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about completion of the syllabus.

Practical batches and time table should be prepared and announced in time.

Prepare the lab for practical examination.

- 1) B.N SUNANDA
- 2) S.D. UMESHA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date: 3-4-2018

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the practical examination.

Approval of last meeting: 3-4-2018

Motion: Decided to get prepared for the practical examinations

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the practical examinations in all manners.

Date: 26-07-2018

Venue: Principal chamber

Time: 11-30AM

# PROCEEDING:

On behalf of principal presence S.D Umesha has taken the charge as a HOD of Electronics by B.N Sunanda at principal chamber.

- 1) S.K Chandrashekar. principal
- 2) B.N Sunanda
- 3) S.D Umesha

Date: 10-08-2018

Venue: Dept staff room

Time: 4 PM

Agenda: To prepare marks list of each semester.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about evaluating first IA answer scripts and preparing the marks list of each SEM.

Discussed about the progress of syllabus.

Decided to take the special classes for all the sem.

- 1) S.D. UMESHA
- 2) B.N.SUNANDA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:10-8-2018

Time: 4 PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To prepare marks list of each sem

Approval of last meeting: 10-8-2018

Motion: Decided to prepare marks list of each sem

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to prepare first internal marks list of the each sem.

Date: 29-08-2018

Venue: Dept staff room

Time: 4 PM

Agenda: To prepare for the second IA.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the preparation of second IA question papers.

Decided to take special class for poor performing students.

Discussed about the seminars to be conducted by the students.

- 1) S.D. UMESHA
- 2) B.N.SUNANDA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:29-8-2018

Time: 4 PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the second IA.

Approval of last meeting: 29-8-2018

Motion: Decided to get prepared for the second IA

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the practical examinations in all manners.

Date: 19-09-2018

Venue: Dept staff room

Time: 11-30 AM

Agenda: To get prepared for the practical examinations.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further decided to take special classes to complete the syllabus.

Discussed about the preparation for practical exam which begins from 25-09-2018

- 1) S.D. UMESHA
- 2) B.N.SUNANDA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date: 19-9-2018

Time: 11-30AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the practical examination.

Approval of last meeting: 19-9-2018

Motion: Decided to get prepared for the practical examinations

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the practical examinations in all manners.

Date: 10-12-2018

Venue: Dept staff room

Time: 11 AM

Agenda: To get prepared for the platinum jubilee celebrations and for the closing

ceremony of the golden jubilee of DVS COLLEGE OF ARTS AND SCIENCE.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the platinum jubilee celebration functions and closing ceremony of golden jubilee function of DVS college of arts and science.

Discussed about the preparation for the platinum jubilee exhibition from the electronics department.

Inviting the students to prepare electronics projects for exhibition.

- 1) S.D. UMESHA
- 2) B.N.SUNANDA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date: 10-12-2018

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for Platinum jubilee exhibition.

Approval of last meeting: 10-12-2018

Motion: Decided to get prepared platinum jubilee function

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the platinum jubilee celebrations in all manners.

Date: 01-01-2019

Venue: dept staff room

Time: 4-30 PM

Agenda: Distribution of syllabus.

## PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further syllabus has been distributed among the faculty members and time table also distributed.

Discussed about to take the special labs.

- 1) S.D. UMESHA
- 2) B.N.SUNANDA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:1-1-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To distribute syllabus and time table among the faculty

Members.

Approval of last meeting: 1-1-2019

Motion: Decided to distribute the syllabus.

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to teach the

Allotted topics in this academic year.

Date: 02-02-2019

Venue: Dept staff room

Time: 12-30 PM

Agenda: To conduct special classes.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the progress in syllabus and preparing question paper for first IA.

Decided to conduct special class for the completion of syllabus.

Decided to conduct special labs for the completion.

- 1) S.D. UMESHA
- 2) B.N.SUNANDA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:2-2-2019

Time: 12-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conduct special classes.

Approval of last meeting: 2-2-2019

Motion: Decided to take some special classes

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to take Some special classes to the students.

Date: 25-2-2019

Venue: dept staff room

Time: 4 PM

Agenda: Preparation for second IA.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the progress in syllabus

Preparation of question paper for second IA.

Discussed about the students counseling and give proper guidance.

- 1) S.D. UMESHA
- 2) B.N.SUNANDA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:25-2-2019

Time: 4 PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the second IA.

Approval of last meeting: 25-2-2019

Motion: Decided to get prepared for the second IA

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the practical examinations in all manners.

Date: 15-03-2019

Venue: dept staff room

Time: 4 PM

Agenda: To prepare for the practical examinations.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the practical exam preparation and time table should be announced within the time.

Discussed about the lab preparations for practical examinations and also IA marks entry.

- 1) S.D. UMESHA
- 2) B.N.SUNANDA
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date: 15-3-2019

Time: 4 PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the practical examination.

Approval of last meeting: 15-3-2019

Motion: Decided to get prepared for the practical examinations

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the practical examinations in all manners.

Date: 17-06-2019

Venue: Dept staff room

Time: 11 AM

Agenda: Distribution of syllabus and time table.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further syllabus has been distributed among the faculty members and time table also distributed.

Decided to welcome first year students on behalf the department.

Decided to make Practical batches preparations and announcement and to get prepared for the practical.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:17-6-2019

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To distribute syllabus and time table among the faculty

Members.

Approval of last meeting: 17-6-2019

Motion: Decided to distribute the syllabus.

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to teach the

Allotted topics in this academic year.

Date: 10-07-2019

Venue: Dept staff room

Time: 3 PM

Agenda: To take counseling for the students.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed to motivate the students to use liberty and internet facility of the department.

Discussed about the syllabus progress.

Decided to give proper guidance to the students who have some problems.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:10-7-2019

Time: 3PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conduct counseling to the students.

Approval of last meeting: 10-7-2019

Motion: Decided to conduct counseling to the students

Vote: All members are agreed for the above decisions

Resolved: As per the discussions decided to give a proper guidance to students

Who have some problems.

Date: 26-07-2019

Venue: dept staff room

Time: 4 PM

Agenda: To be prepared for first IA.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus progression and question paper preparation for first IA.

Decided to make the shortage of attendance list for each semester.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SAMPATH KUMAR RAO

Type of meeting: Official

Date:26-7-2019

Time: 4 PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the First IA.

Approval of last meeting: 26-7-2019

Motion: Decided to get prepared for the first IA

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the internal assesments in all manners.

Date: 21-8-2019

Venue: dept staff room

Time: 12-1 PM

Agenda: Discussion about the evaluation and marks entry.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the first IA evaluation and marks entry into the marks list.

Discussed about the syllabus to be covered for the second IA.

- 1) S.D. UMESHA
- 2) ANUSHA H S

Type of meeting: Official

Date:21-8-2019

Time: 12-1 PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: discussion about evaluation and marks entry

Approval of last meeting:21-8-2019

Motion: decided to evaluated papers in correct manner

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to evaluate

The first internal question papers and also to enter the marks in IA

Marks list.

Date: 06-09-2019

Venue: dept staff room

Time: 12-1 PM

Agenda: To get prepared for second IA.

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus to be covered in current semester.

Decided to give the proper guidance to the students those who have some problems and to make the shortage of attendance list that should be given to IA test committee.

- 1) S.D. UMESHA
- 2) ANUSHA H S

Type of meeting: Official

Date:6-9-2019

Time: 12-1PM

Meeting Facilitator: Head of Department

Members invited: 02

Roll call: All members are present

Members attended: 02

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the Second IA.

Approval of last meeting: 6-9-2019

Motion: Decided to get prepared for the second IA

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the internal assesments in all manners.

Date: 20-09-2019

Venue: dept staff room

Time: 12-1 PM

Agenda: Practical batches preparations.

Further with the permission of HOD

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the completion of the syllabus and about the evaluation of second IA test papers.

Decided to make practical batches and time table should be prepared and announced in time and to be prepared for the practical examination in the lab.

Decided to service the UPS (Distilled water)

- 1) S.D. UMESHA
- 2) ANUSHAHS

Type of meeting: Official

Date:20-9-2019

Time: 12-1PM

Meeting Facilitator: Head of Department

Members invited: 02

Roll call: All members are present

Members attended: 02

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To prepare batches for practical examinations.

Approval of last meeting: 20-9-2019

Motion: Decided to make batches for practical examinations

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get Prepare batches and time table for practical examinations. Date: 05-10-2019

Venue: dept staff room

Time: 2-3 PM

Agenda: To upload IA Marks to Kuvempu university examination website.

Further with the permission of HOD

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the second IA paper evaluation.

Decided to upload average IA marks into the Kuvempu university examination website.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:5-10-2019

Time: 2-3PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To upload IA marks to KU examination board.

Approval of last meeting: 5-10-2019

Motion: Decided to upload IA marks to KU examination board

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Upload the IA marks to the kuvempu university examination board

As per the HOD's direction.

Date: 16-10-2019

Venue: dept staff room

Time: 10-30AM

Agenda: Distribution of syllabus and time table.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the distribution of syllabus of  $2^{nd}$ ,  $4^{th}$  and  $6^{th}$  sem.

Discussed about the activities to be conducted by the department in the next semester.

Decided to allot projects for final year.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:16-10-2019

Time: 10-30AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To distribute syllabus and time table among the faculty

Members.

Approval of last meeting: 16-10-2019

Motion : Decided to distribute the syllabus.

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are agreed to teach the

Allotted topics in this academic year

Date: 01-2-2020

Venue: dept staff room

Time: 12PM

Agenda: Syllabus discussion for first IA.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus for the first internal assessment what are the concepts that should be covered in IA question paper.

Discussed about the progression in the syllabus and about the project work.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:01-02-2020

Time: 12PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss about IA syllabus and progression in the projects.

Approval of last meeting: 01-02-2020

Motion: Decided to cover the required concepts in first IA question paper.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to check the progression in the syllabus.

Date: 29-2-2020

Venue: dept staff room

Time: 12PM

Agenda: Syllabus discussion for second IA and to take special classes.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus for the second internal assessment and what are the concepts that should be covered in IA question paper.

Decided to take special classes to complete the syllabus, further discussed about the progression in project work.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:29-02-2020

Time: 12PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss about IA syllabus and special classes.

Approval of last meeting: 29-02-2020

Motion: Decided to cover the required concepts in second IA question paper and to take the special classes.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to take the special classes as per the decision taken in the meeting.

Date: 01-09-2020

Venue: dept staff room

Time: 10AM

Agenda: To conduct Induction program for first year PME students.

Distribution of I, III and V sem syllabus

#### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the distribution of syllabus among the faculty members, as per the HoD instruction decided to start preparations for the Induction program for first year students.

Discussed about the online platform to take classes for the students, decided to conduct online quiz for the second and final year students.

- 1) S.D. UMESHA
- 2) ANUSHAHS
- 3) SADASHIVA B S

Type of meeting: Official

Date:01-09-2020

Time: 10AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conduct Induction program for the first year students.

Approval of last meeting: 01-09-2020

Motion: Decided to get prepare for the Induction program and also for the online classes.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to conduct Induction program for the first year students and also decided to conduct online quiz for the second and final year students.

Date: 12-09-2020

Venue: dept staff room

Time: 4-30PM

Agenda: To give awareness about the covid-19 pandemic for the final year

students before theory examinations.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about to prepare the students before the theoretical examinations for the final year students .

Discussed about upload the recorded practical videos for the final year google classroom.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:12-09-2020

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To create awareness about covid-19 pandemic through google meet.

Approval of last meeting: 12-09-2020

Motion: Decided to post recorded practical videos for the final year student classroom.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to conduct a google meet with the students and also decided to send recorded practical classes.

Date: 15-09-2020

Venue: dept staff room

Time: 11AM

Agenda: To conduct One day international Webinar.

## PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about to organize a international webinar by the department.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:15-09-2020

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conduct one day International webinar

Approval of last meeting: 15-09-2020

Motion: Decided to conduct one day international webinar with all preparations.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get prepare to conduct one day International webinar.

Date: 05-10-2020

Venue: dept staff room

Time: 11AM

Agenda: To conduct One day international Webinar.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the preparation taken for the one day international webinar and also decided to conduct trial via FCC with the speaker Ranganath.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:05-10-2020

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To conduct one day International webinar

Approval of last meeting: 05-10-2020

Motion: Decided to make a video call with speaker through FCC app.

Vote: All members are agreed for the above decisions

Resolved : As per the discussions all the faculty members are decided to conduct one day International webinar on 09/10/2021.

Date: 10-10-2020

Venue: Dept staff room

Time: 11AM

Agenda: To get prepared for the practical examinations.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further decided to take special classes to complete the syllabus.

Discussed about the preparation for practical exam which begins from 15-10-2020

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA

Type of meeting: Official

Date: 10-10-2020

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the practical examination.

Approval of last meeting: 10-10-2020

Motion: Decided to get prepared for the practical examinations

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the practical examinations in all manners.

Date: 17-11-2020

Venue: dept staff room

Time: 10-30 AM

Agenda: Reopening of college after covid-19 lockdown & distribution of syllabus

as per the time table.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus distribution among the faculty members and also discussed about what are the precautions to take when the college offline classes starts.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date: 17-11-2020

Time: 10-30 AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: Distribution of syllabus among the faculty members.

Approval of last meeting: 17-11-2020

Motion: syllabus has been distributed among the faculty members.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to take the classes as per the allotted time table.

Date: 29-01-2021

Venue: dept staff room

Time: 4PM

Agenda: Syllabus discussion for first IA.

## PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus for the first internal assessment what are the concepts that should be covered in IA question paper.

Discussed about the progression in the syllabus and about the project work.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:29-01-2021

Time: 4PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss about IA syllabus and progression in the projects.

Approval of last meeting: 29-01-2021

Motion: Decided to cover the required concepts in first IA question paper.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to check the progression in the syllabus.

Date: 27-02-2021

Venue: dept staff room

Time: 12PM

Agenda: Syllabus discussion for second IA.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus for the second internal assessment what are the concepts that should be covered in IA question paper.

Discussed about the progression in the syllabus and about the project work.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:27-02-2021

Time: 12PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss about IA syllabus and progression in the projects.

Approval of last meeting: 27-02-2021

Motion: Decided to cover the required concepts in second IA question paper.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to check the progression in the syllabus.

Date: 05-03-2021

Venue: dept staff room

Time: 11AM

Agenda: discussion about the Special classes.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus completion by taking the special classes for the students and also about evaluation in second IA papers.

Discussed about the preparation for the practical examination starts from 17/4/2021 to 22/4/2021.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:05-03-2021

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss about special classes and lab preparation.

Approval of last meeting: 05-03-2021

Motion: Decided to cover the syllabus by taking special classes

Resolved: As per the discussions all the faculty members are agreed to take the special classes and also decided to prepare for the practical examinations.

Date: 08-05-2021

Venue: dept staff room

Time: 3PM

Agenda: discussion about the Online classes.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about online platform for the purpose of classes and syllabus has been distributed among the faculty members.

Discussed about final year projects .

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:08-05-2021

Time: 3PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss about the online classes preparations.

Approval of last meeting: 08-05-2021

Motion: Decided to take classes as per the time table

Resolved: As per the discussions all the faculty members are agreed to take the online classes as per the time table using google classroom platform and also decided to google meet with the final year students to discuss about the projects.

Date: 09-7-2021

Venue: Dept staff room

Time: 11AM

Agenda: To get prepared for the practical examinations.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further decided to take special classes to complete the syllabus.

Discussed about the preparation for practical exam which begins from 16/7/2021 to 31/7/2021 and also discussed about the project progression

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA

Type of meeting: Official

Date: 09-07-2021

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To get prepared for the practical examination.

Approval of last meeting: 09-7-2021

Motion: Decided to get prepared for the practical examinations

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to get

Prepared for the practical examinations in all manners.

Date: 30-7-2021

Venue: Dept staff room

Time: 11AM

Agenda: Syllabus Progression

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the progression in syllabus, after the discussion decided to conduct practical for the second sem students from 3/8/2021, decided to start 4th and 6th sem practicals simultaneously

Discussed about the project progression.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA

Type of meeting: Official

Date: 30-7-2021

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: Discuss progression in the syllabus and projects.

Approval of last meeting: 30-7-2021

Motion: Decided to take practical classes .

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to take practical classes for the students.

Date: 05-08-2021

Venue: dept staff room

Time: 11AM

Agenda: Syllabus discussion for first IA.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus for the first internal assessment what are the concepts that should be covered in IA question paper.

Discussed about the progression in the syllabus and about the project work.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Type of meeting: Official

Date:05-08-2021

Time: 11AM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss about IA syllabus and progression in the projects.

Approval of last meeting: 05-08-2021

Motion: Decided to cover the required concepts in first IA question paper.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to check the progression in the syllabus.

Date: 24-08-2021

Venue: dept staff room

Time: 12PM

Agenda: Syllabus discussion for second IA.

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about the syllabus for the second internal assessment what are the concepts that should be covered in IA question paper.

Discussed about the progression in the syllabus and about the project work.

- 1) S.D. UMESHA
- 2) ANUSHA H S
- 3) SADASHIVA B S

Name of the Department: Electronics

Type of meeting: Official

Date:24-08-2021

Time: 12PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss about IA syllabus and progression in the projects.

Approval of last meeting: 24-08-2021

Motion: Decided to cover the required concepts in second IA question paper.

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to check the progression in the syllabus.

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4-2-16 Jes Staff mastery is anolucted on 4/2/16
at 4.30 pm in the top-refused y physics.

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Suring the last markin and TIA Test-question

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2) Verkaters Marky	alester Juns
(3) Uzjan, H.S	Buy atter
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5) Pavither-Sil	2.0.8
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The chaff meating is conducted ay 1.4.16 al 5.30 pm in tre dépondement of physics sixualing about syllabus courred for even semeyters Il IA Tolk popers are valad and proporcéllée marle ligh, university seastreal time take peopored and Bud to peacheal coldinator for apploval. Decided to st up the Experiments for Oracteal examination Finally I. A males light finalized and wifed Cakatey Juni Venkatesh Mushy Parithea.S.

## Lear 2016 - 2017

Department of physics staff meeting 30-6-2016 he meeting of the staff members is hold today at 11 AM in the deposet mont of physics. Jac probable wile load of the deposet ment was calculated. The wolfe dipti bulion is also takon up. At per one premouner Fiven the class wolk is diglis butted genery the Staff members. It is decided to Start the peach cal clarges from 11-7-2016 of was decided to laguest the principal to previde Two ful line between. Name of the Staff Venkaters Mustry Rajasherer K.C S. P. Savithle

The state of the s	
The state of the s	
	2~
34 Department Staff meeting	35
18.02.20/7	
	gt is also decided to give demo class in and paper of til Semester after the Completion
Marian Marcas Maria and Maria	2nd paper of DI Sements after the Completion
AGENDA: progress Review and plan of	of the classes.
ach'as.	Also taken the decision to but any duplicate
he was the sun here to the the here	he age out the decision to see the
	the grew expr introduced is this somester.
(8) L'atterdace for in the con the fathers	
The to work the 190 days to the sect to	3) class Seminars and assignments:
all women as the color is commenced to the	& Decided to encourage to the studenty
Parki pants:	to give clas seminars and to write assignment
The state of the s	work.
1) Prof. Venkatery mustry lavater ving	And the second s
	4) Student participation in Seminars:-
2) рюб. З.С. рараппа	Decided to motivate the Student to participali
	in National Seminars Conducted by Other
3) VIJAY4. S Buy	institutions.
3) VIIA4. H. S. Bum	AMAN TRAINING
4) JAGADISHA. A.S Jojanisha	
4) JAGADISHA. A.S Tojadisha	Calletin Umi
5) Pavithla. S.P. QPS	18-2-17
6) Ramya.R	·
7) Chaitra. J. G	
Discussion and decision taken:	- 7 LW 1-1
(1) Theory clanes: Decided to engage Special clanes	
to make good the Short fall.	
Practical Classical	
2) Practical clanes: Decided to complete the before	
doty of march so that examination may be	
commenced from 2st week of April,	

	Staff Meeting.	37
-	VI Samon III L. The pride Mail Date:	21.06.2017
Then	it is builted as were the terreson	
-		the American
J. 1	AGENDA! Plan of action for the	a Orden's
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	year 2017-18 (2)	hary,
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21	H.S. h'Jay	Sumpties
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	of the state of the state of	W Proportion
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7)	Ranga. R.	by her
	Test I obtavatection was to be	ord ca
21	Meghana. G. 4	lediens
1	been winesten been I	
	i's cussian and	Tank
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1 -	whrom taken:	
R	Time table! Department t	ine table
	is allotted and informed of	
n e	Teachers are advised to take	
	I william I was a second	- 11/100

	7 (5) 7 (6)
2) Syllabus: Syllabus of I, III and V Seny	d) Progres of the students is to be monitored every week and recorded by the respective teachers
are distributed among the teachers	monitored every week and seconded
and they are suggested to engage the	by the Supertive teachers
clames accordingly, and class attendance	
in to be maintained neathy.	e) & Pake the inputs from the Students
	e) & Pake the inputs from the Students while selecting the topics for project.
3) Practical clan: 9+ is decided to	park, gold and
commence practical clanes for 111 Som and	
V Sen from \$7.6 12 and T Con as	5) Steedent Seminer Assignmenti.
I Sen project lab from 3.7.17.	
An the teacher are arrived to get	Teachers are advised to encourage the
acquinted hits all the experiment let	Student to give class room Seninars
for dikkleint classes	and wife arrighments.
gt is sisolved that not to allow the	
At is sudwed that not to allow the  At aduly to the how not attend there  clumes to These cases are to be	6) Progress separt! Progress of the dept
cluses to These cases are to be	during the year 2016-17 is to be
Seffenced to the H.O.D.	belonded and a report in to be
Mark Townday	prepared and Inbuit it to EgAC.
4) Project topics! To improve the performance	
of the student in project Canicalay the	2) Davry: Ay the teacher are latinged to
funny decision were taken	maintain work dainy and get attestation
a) Encourage the Student to take	from HOD at the End of lack monty
"Longing model" instead of disseptation	10 10 10 10 10 10 10 10 10 10 10 10 10 1
work.	8) Bridge Course! Teacher are adnised
a) Encourage the Student to take "LoMaing model" instead of disseptation work.  b) Project / disseptation are to be	to do Bridge Courses for the Students
presented before the Examinen in the examination twing LCD projects.  instead of onal presentation.	at the during one of two classes out
the examination thing LCD projects	the bigin'y
instead of onal presentation	I would have towned and I would be
c) Moh'vate me Student to take	lakating amin 21.06.2017
find Survey and to WA't Various	21.06.2017
other Reputed institution to collect	the there for a love to the top the
the required data	the exist of the same of the best dear
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if you of their machinement has table and	

all staff meening	Parliper Har & 41
Date: 18.9.2017	2) Practical escamination! As per the university
monday	schedule Practical examin is to be
AGENDA: Progress Levies and prepulation	Commenced formy 3rd press of october. Hence
for practical Examination, Question	it is decided to complete the purchase
paper Setting for I internel test	Clarry and dissertating / project Liste
Total of the total of the total of the total	before loth of october.
Name: Signature	Mass state of the
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1) Venkaters Monday	internal test - work il
	distributed, compates Soft copy is to be
2) Prof. J.C. papana	Sent to the principal's e-mail.
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3) H.S. WJay - Bungton .	4) 97 is also decided to conduct Remedial
1) On Williams	exames after the evaluation of I test.
4) A.S. Jagadins Asfortal	walland of I lest.
5) pavitra. S.P.	M. control de la la
3/ 1000, 1000 . 5.15.	
6) chaitra. a-s.g. (haitra. J.g.	B. C. Land Comment of the Comment of
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Discussion and decision taken!	The state of the s
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engaging Spl Clanes on to Sunday	
& Holiday,	
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	Clans from Morday 98.12.17.	\$	among the Staff members.	of var	Desixon taken 1 Discussions	8) Meghana. G.H.	1 m(1)w K	2) Ramar . 1)	6) Chartre . S.G. Chartra T.G.	5) S.p. patina		4) A.S. Jackders	医骨髓 化二十二二十二二二十二二二二二二二二二二二二二二二二二二二二二二二二二二二二	3) H.S. W.Jay Burgattere.		2) J. C. Da Dama		1) The Katell Minter	Nane;		1	Semester	AGENDA: Plan of action for the Curust		Date: 121-12-17	12 Staff meeting	
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Date? 17.02.18.
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5) Pavitna S.p. SRS
6) Chaitra J.g' Chaitra Il
7) Ramya. R Ramya. P.
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Discussion of Decisions
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) Test marks entry ) Test marks of I Internet
Test is to be entered in the Lint provided.
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Staff meeting

3) Review of Progress in Theory clanes!
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a were advised to complete the theory clans
before 10th of march.
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4) Practicy classes'- After discussion it was
decided to complete the practical clans
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Records before lots march.
A LONG TANKS
5) Romadial stances of was decided to
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1) & Stock Register: 9t was also decided to B wite a new Stock Register of the department. This is Job is extrusted
the department. This is Job is ensured
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ż	tered on-live to the Univer	of to tot in to be calculated and	Mark Putra I I many	Q an	VisCalston of Decolorum			) Meghana. G. H		Ranya. R.		* Think it is		Palitua. S.D. S.R.	-	Topacolius: A.C	A.J. Vejay	-	Prof. J.C. Papana	Hoo	Prot Verkaton Maring Caleater Anns		Signature Signature	haway canni.	- mexicasion of	progress Rences		Catunday, 12.30 Pm	Pote: 17.03.2018	48 Staff Meeting
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106 1 901	- (3) Staff members decided to start Theory	Classes from mordey 18.06.2018	- (2) Staff members decided to start por autical		4	(1) Syllabus or Nasions Classes Nene distributed		Siscussion		(8) Swath. T.K		(7) meghanats.	The state of the s	(6) Lastra. 8.	(5) megra. G. H. Meglan		(4) Ramya·R	(3) A. S. Janabich.		(2) Polot! A. C. papannes.	71 m	- 1		Name: Signature.	-	Semesters ( June ?	AGENDA! Plan at aution for the Cumment	Dore, of obe	Staff meeting
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Staff member one desided to Speed-up  Their postion and also Complete  before Sept- 17-2018	(ii) Revolus of possesses in Theody Classes	miss snagna. G.+1. & Swoothi. T. Kfoon Paper The	This woome is assigned in the list P	(i) Test Marks Entry!. Test marks of I Interpose	) Isla Swashi. Take a proper series	(5) - Lasha., S. January J. Jak. 10 Jak. (8)	(4) Megra G.+	(3) He Rama . R. Held	(L) Vijay. H. S. M. S. M	1) I test et c student peste	AGENDA: Pyrogyress Reviews, Question papers Serving	50 Staff meeting
resolution per el 19 maris de la company de	Literand 1220-12 18 Little and British and the second		DWS. (Billiage of Acts and Sateries:  (DWS. (BWS. (				Staft members and it is sent to priencipal mail	Atton papen Setting, Guestion	Remedial Chapses for	opiete before 05-5p-2018	(iii) Aponautical chaises: III B.sc monday & Tuesday bottone Complete 9 Expts on 14.08.8018 Remaining bottones from III B.sc to I B.sc	51

(3) Dr. A. S. Jagadresha	Name Special le abover from physics department.	insisted .	an populary	nembers have to list	from 1st B. Sc In 8 and B. Sc and	* Seminaris have to be conducted from the strudents	se who have scored	* assignments have to be given to the student,	(2) Conclusions of the meeting ane as follows:	Dechded Enhance Student acadamán progress	Discussion:		AGENDA: Revieus of Department of physics prograce		Foilday! 4.30pm	£) nac 16.05. 3019	62 Department of Physics meeting with principal.
												(10) Shawaya .	(9) Chayasair B.G			(4) Ramya. R	
	7		te se j											2 1 XX	Omp	*	63

Boste: 08/11/2020 to Rampa . Duck list Hams
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			ane	(3) Syllabus of Vasious Classes well distributed		Hance for Each Engaged Session	(2) Eyesy staff membery must maintain online		at the End of the month	to H.O.B Every weekend, and attesting by H.O.B.	中华	}	Biscussion Recisions		(5) AKSMAY PROBLEM	(4) Anusha. B.M. Ownsha BM.		(3) Sansatha S	(1) Dn. A. S. Jagadisha		(1) Wijay. H. 8	Signoman Signoman			Commerce from Alone 17 - 2080	AGENDA: Plan of action for work Semester		Desc: 17-11.El	78 Staff meeting
Head of the first science  Lesson Department on by science  Lesson Department of by science  Lesson Department of by science	Granitation, I orine Session Pear week	-> Anusha. B.M.: -food I Basi Elapriliay.		rfenone, I online se	-> Sargeesta. S: for II B.SC Wave theory		nline Session	ments, Eleutaju dio	Don Jagadish. t. s. from II B. sc. Geometrical optics,	Session Pen useek	Processes OF Stefenbroe, Total 15 hous	-> Nijay. H.S! - food I B.SG. Visasing, Sunface Tension	~ ~~ ~~ ~~	Sylvabus from online Classes	TOTAL 15 how I Chasses pen week	-> trstay Psabha! . for III B.sc Wave medianics	10tal 15 has I Classes pear week	A. B.M . for III		25	27.8	Total 30 how	way of aelativaty General throw	-> Dar Jagadish: for Ti B.sc Astrophysics Cosmology		3 phas & Closses Pen	mare, Optical Speaks		Sylvabus from OHI: no classes 70

Date : 01-01-16

Venue: Dept staff room

Time : 4-30PM

Agenda: to discuss syllabus distribution

Time table, work allotment

Department activity, plan for bridge course

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, further discussed about syllabus allotment to the faculty, time table also distributed among the faculties and also discussed about activities to be done by department.

Resolution: as above discussions all the faculty members agreed to teach the allotted topics in this academic year.

- 1) Dr Geetha
- 2) Prof kumaraswamy
- 3) Prof Pruthvi K J

Type of meeting: Official

Date:20-1-2016

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Call of the order: Head of the department invited all the teaching and non

Teaching faculty members.

Meeting agenda: To discuss reorganization of lab, seminars to be assigned for I and II BSc , distribution of the results obtained in I, II, III

Approval of last meeting: 20-1-2016

Motion: Reorganization of lab

Vote: All members are agreed for the above decisions

Resolved: As per the discussions all the faculty members are agreed to assign seminars and for the result distribution.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

Date : 1-2-2016

Venue: Dept staff room

Time: 4 PM

Meeting Facilitator: Head of Department

Agenda: new faculty Ms Bi Bi Hajra MSc joined the department

Work load redistribution and further activities of department

## PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, Ms Hajira joined and reported to duty in the department of zoology and sharing work load distribution between four staff

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J
- 4) Bi Bi Hajira

Date : 18-2-2016

Venue: Dept staff room

Time: 4 PM

Meeting Facilitator: Head of Department

Agenda: question paper setting for IIA, discussion of the stock verification formate,

launching of E attendance and E content

Campus interview discussion

### PROCEEDING:

In the beginning of the meeting department head welcome all the faculty of the department, question paper for the I IA was formed, discussionabout the launching of E attendance and registering the names of lecturers, practiced with trail and error method for the time table formate.

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J
- 4) Bi Bi Hajira

Date : 15-3-2016

Venue: Department staff room

Time: 4 PM

Meeting Facilitator: Head of Department

Agenda: question paper setting for II IA, planned about the practicals to be finished before II IA, practical exam requirements and planned for mock practical test III IA

### Resolved:

In the beginning of the meeting department head welcome all the faculty of the department, question paper for the II IA was formed. Planned for the semester practical exam and discussing the remedial classes. necessary requirements were done

- 1)Dr. Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J
- 4) Bi Bi Hajira

Type of meeting: Official

Date:02-07-2016

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: to discuss syllabus distribution, time table and work allotment, department activity. Seminar topics to be distributed among students. Projects assigned to the students and their detail discussion.

Resolved: In the beginning of the meeting department head welcome all the faculty of the department, syllabus and periods were distributed. New plans and programs for the academic year were discussed.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

Type of meeting: Official

Date:09-09-2016

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: progress and review of the portions covered. Preparations of IA test papers. Review of the seminar classes. preparation of lab for practical examination.

Resolved: In the beginning of the meeting department head welcome all the faculty of the department, listing of materials required and assigning the time for the remaining portion.

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J

Type of meeting: Official

Date:02-01-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: new start of the semester. Workload distribution. Preparing the lab equipment and setting for the lab. Seminar topics assigned to the students. discussion of the results obtained in the last semester

Resolved: In the beginning of the meeting department head welcome all the faculty of the department, syllabus and periods were distributed and new plans and programs for the semester were discussed.

Members attended:

1)Dr. Geetha

2)Prof. kumaraswamy

Type of meeting: Official

Date: 02-04-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: Review of the portions covered. Preparation of internal test papers. Preparation of lab for practicals. Planning for the mock practical test and repetation of the lab. Planned for solving old question papers.

Resolved: In the beginning of the meeting department head welcome all the faculty of the department, review or the portions and schedules of the time for covering of the syllabus.

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J
- 4)Ms Ranjitha N

Type of meeting: Official

Date: 15-06-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: new start of the semester, syllabus discussion, workload distribution and allotment. Discussion about the departmental activity. Planning of the seminars to be distributed.

Resolved: syllabus discussed and planned for the new type of practicals. Preparing slides and videos.

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J

Type of meeting: Official

Venue: Department staff room

Date:17-08-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: review of the syllabus covered, preparation of the question paper for the I test. Discussion about the practicals left over. Discussed about the improvising of the seminar classes

Resolved: review of the portion covered and discussed about the portion to be covered for the next test.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

Type of meeting: Official

Venue: Dept staff room

Date:03-10-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: end of the semester. Review of the portion covered for this semester, extra practical classes for the students who joined late. Mock practical for the students. corrections and discussion of the internal marks. Preparing for the lab exams.

Resolved: review of the portion covered and discussed about the portion to be covered for the next test.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

Type of meeting: Official

Venue: Department staff room

Date: 06-12-2017

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: new start of the semester, syllabus discussion, workload distribution and allotment. Discussion about the departmental activity. Planning of the seminars to be distributed.

Resolved: syllabus and time table were distributed. Planned for new experiments in the departments.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

Type of meeting: Official

Venue: Department staff room

Date:17-02-2018

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: portions to be covered before the first internal test. Questions to be given for the first test in the different part of the syllabus.preparing probable questions for the students. Practicals to be planned before the test.

Resolved: explaining the students about the answering of questions.

Members attended:

1)Dr. Geetha

2)Prof. N kumaraswamy

Type of meeting: Official

Venue: Dept staff room

Date:04-03-2018

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: portions to be covered before the second internal test. Questions to be given for the first test in the different part of the syllabus.preparing probable questions for the students. Practicals to be planned before the test.

Resolved: explaining the students about the answering of questions.

Members attended:

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Venue: Dept staff room

Date:05-06-2018

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: new start of the semester, syllabus discussion, workload distribution and allotment. Discussion about the departmental activity. Planning of the seminars to be distributed.

Resolved: Discussion about seminar, PPT making.

Members attended:

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Venue: Department staff room

Date:21-1-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: new start of the semester, syllabus discussion, workload distribution and allotment. Discussion about the departmental activity. Question paper setting for first internals. Meeting arrangement for affliation visit sorted out.

Resolved: Documents were prepared and arranged for affliation

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Venue: Department staff room

Date:26-2-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: Syllabus yet to covered before exams. Preparation of NAAC work. Preparing for the next coming exams both practical and theory. Planning for the IIT JAM exams. Evaluating the internal Papers.

Resolved: Necessary arrangement for the syllabus to be covered were sorted out.

Members attended:

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Venue: Department staff room

Date:14-3-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: Plans for the pratical exams. Planned for the NAAC work after pratical exams. Remedial classes were conducted for slow learners. Planned for the insights and reflection Programm for the final year students.

Resolved: Necessary arrangement for the syllabus to be covered were sorted out. Necessary materials for the practical exams are sorted out and prepared for the program.

- 1)Dr Geetha
- 2)Prof kumaraswamy
- 3)Prof Pruthvi K J

Type of meeting: Official

Venue: Department staff room

Date:10-6-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: New start of the semester. Bridge class was planned. Syllabus discrussion and distribution. List of projects and planning for it. Departmental activity of this semester. Time table and seminar classes were planned. Plans for the next practicals to be conducted

Resolved: Bridge class was planned and taken for the students.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Venue: Dept staff room

Date:14-8-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: First internal test. Discussion of questions to be given for the first internal test. Practicals were covered within the schedule time.

Resolved: Remedial class was conducted and project improvisisation

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

Type of meeting: Official

Venue: Department staff room

Date:19-9-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: Second internal test. Discussion of questions to be given for the Second internal test. Practicals were covered within the schedule time. Projects were planned for finalization. Assignment and field report were planned for collection

Resolved: Remedial class was conducted and project finalization.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Venue: Department staff room

Date:23-10-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: IA marks finalization and uploading and freezing. Planned for the remedial classes taken for the slow learners. Discussion of the theory question paper.Restructuring the department profile, individual and course file. Distribution of NAAC work.

Resolved: work distribution among members in the process of NAAC

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Venue: Department staff room

Date:9-12-2019

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: New start of the semester. Bridge class was planned. Syllabus discrussion and distribution. List of projects and planning for it. Departmental activity of this semester. Time table and seminar classes were planned. Plans for the next practicals to be conducted

Resolved: Work allotment and bridge classes were conducted.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Venue: Department staff room

Date:3-2-2020

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: NAAC preparation and first IA discussion

Resolved: Different criteria was planned and assigned with work

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

Type of meeting: Official

Venue: Department staff room

Date: 27-3-2020

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: Science Day celebration and planned the second test. Guests and competition was planned. Practicals of certificate course was planned

Resolved: Remedial classes were conducted for the slow learners

Members attended:

1)Dr. Geetha

2)Prof. N kumaraswamy

3)Prof. Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Date:4-5-2020

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: Because of covid 19, the college remained closed, as per the MC order we are supposed to do online classes for students in this regard time table was prepared.

Resolved: Questions were prepared and watsapp group was created for the remedial classes.

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Date: 1-7-20201

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: Offline classes and review of classes on online mode. Planning of the syllabus distribution. Stock was checked

Resolved: planned for the internals to be conducted for the students. Online class review

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Date:1-7-20201

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: Offline classes and review of classes on online mode. Planning of the syllabus distribution. Stock was checked

Resolved: planned for the internals to be conducted for the students. Online class review

Members attended:

1)Dr Geetha

2)Prof kumaraswamy

3)Prof Pruthvi K J

Name of the Department: ZOOLOGY

Type of meeting: Official

Date: 09-08-2021

Time: 4-30PM

Meeting Facilitator: Head of Department

Members invited: 03

Roll call: All members are present

Members attended: 03

Members absent: Nil

Meeting agenda: New appointment to the department. Workload redistribution. Practical classes were discussed and distributed. Independence day was celebrated with competition.

Resolved: Practical requirement was listed. Planned for the seminars.

Members attended:

1)Dr. Geetha

2)Prof. N kumaraswamy

3)Prof. Pruthvi K J

4) MS. Mangala D H



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No. B: B: Hagira	Ms	B! B! Hagira	

20/1/2016	Department Meeting.	1/2/2016	Department Meeting
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	Agenda:-	1	Agerda:-
	it To discuss mongination of lab	1000	it New faculty Ms Bi Bi Hajika M&c joined
	Agenda:  if To discuss prosgination of lab  ii) Seminars to be assigned for I & II B sc  iii) Discussion of the secults obtained  in the I, II & V Sem		the department is Work lead reduction this Juture activities of department.
	iii) Discussion of the sciulte obtained	Tulled.	it Work lead reduction
	in the I. III & V Sem		1117 Future activities of department.
	lesolutions:-		Resolutions: - Mr. B: B: Hagera Mise found and
	is Planned for the best ways for dealing the practicals	190	Resolutions: Me B: B: Hague Mise found and reported do duly in the department of Zoology on 1/2/2016. Charing stack leas distribution between four staff.
	the practicals	1000	Loology on 1/2/2016. Thanking what lead
	117 Main posti and were contred with the	- 11	distribution between four staff.
	help of PPT was planned	100	0
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	Staff members Attended:		O Dr. Geetta Lamak
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	@ N. Kumara Enemy John		1 Smt Pontkvi KJ Kjl
	3 Smt Parthy: K3		@ B: B: Hajina
	//		The Bill House



01-01-3	2016. Date / /20
V.	Dept. meeting:
	And the second s
	Agenda: To discuss syllahus distribution, time- tasse work austment, departmental activities and plan for bridge course.
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1	ound plan for bridge course.
	A STATE OF THE STA
	Resolutions:
	2) Time table distributed.
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-	3) Syllahus — u 4) Depth activiting discussed.
-	4) Deper activiting consumpted.
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-	Staff members attended:
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	O Dr. Greetha Samak
	2) N. Kumara Serang
	3) Smt. K. J. Pruthui Hil
	S Sat Both VI KI



3/10/2017 Department Meeling	06/12/17 Department Meeling 06/12 018
Agenda: - End of the semester	Agenda: New Start of the semester
Review of the portion Covered for this sen betrapractical classes for the students who joined late.	Lyllabus discursion.
Mock Practicals for the Sugar Students	Planning for the next semester
Mock Practicals for the degree Students Corrections and discussions of the Internal Marks	Discuss about the last semester
Preparing for the lab exams.	leans details.
Revolution: Remedial classes were planned and planned for the fractical exams.	Resolution: Syllabus and time table were distributed. Planned for the new
lians.	experiments in the department.
Staff Membero:	Staff Members.
Dr. Geetha Samak	Dr. Geetha Samak. J
Prof N Kumaraswamy Ke	hof N Kumaraswamy &
Smt. Panthvi K.J. dijl	Smt. Panthvi K.J.

	17/06/2017 Department Meeting 1000 1920
Agenda: - New start of the semester	
Syllabus discussion	Review of the syllabus Coursed. Preparation of the question paper for the I test
Workload distribution and allotment	for the I test
Discussion about the departmental activity.	Discussion about the peacle cals
Planning of the Seminars to be	
dishebilted.	Discussed about the same improvision of the Seminar Classes.
Kesolulion: - Syllabus discussed and	Resolution; -
Resolution: Syllabus discussed and planned for the new type of practicals Preparing Stides and Videos:	discussed about the portion to be lowered
and a state of the	Review of pertion Concred and discussed about the fortion to be Council, for the next dest.
Staff Members:	Staff Members:
Dr. Geetha Sanaka	Dr. Geetha Samak
Roof N Lumaraswamy.	Prof N Kumaraswany
Smt Panthvi K. J.	Smi Pauttvi (.J. 4)



2 1 2017 Department Meeting - January 2017	2/4/201	a Department Meeling
dgenda: - New start of the sem.		The way is to the say the says
Workload distribution		Agenda: - Review of the korlions conered
Preparing the clab equippments		Preparation of cinternal itent paper
and setting for the lab.		Preparation of let for headical
Promortion Att. solutions for		Preparation of date for practical
Pagasation atte solutions for expiriments.		Planning for the Mock practical
Seminar to Dire raisioned to the		Planning for the Mock practical test and regulation of the lab
Seminar to pie assigned to the		Other departmental activities.
Denvering of the Results Obligate		Planned for the solving of old
Disnerción of the hernelle oblained		Planned for the solving of old question papers. Resolutions: -
ich un vac sem		Resolutions: -
D. 1 1:		Perion of the kertions and shedule
Resolution: Lyllabus and feriods were distributed and new flan and fragrammes for the sem were discussed.		of the time for the Covering of the bullabus:
distributed and the first and programme		Lallahus:
for the plan start distriction.		Nyuans
ctril numbers	Cto	of members:
DDY Greetha samak	3.	of membery:
DA Greeks comak	0	Dr. Creetha Samak
( N. Kumoraswany	6	N. Kumaralwany
(2) N. KIMOTUSWATY	0	1
	(3)	Sont: K.J. Prither
(3) Snot K. J. Prithvi 43		Sont: K.J. Prither
	0	miss. Rantitha N
1 Mys. Ranotha N	- G	7.073.



11 1 20	Department Meeling.
	Agenda: Department profile structur
	-> Pagnaring department Profile for the
	→ Preparing department profile for the afflication  → Preparation of personal profile  → Excueting of deportment activities  → Assigning all the activities of the department.
	-> Preparation of Personal Profile
	- Assigning all the activities of the
	department.
	A CARLO COLOR DE LA COLOR DE L
	Resolution: Individual profile was done
	Resolution: Individual profile was done and departmental adivities were profile with supporting documents.
	17 0
	chall mambers.
	Stuff members!
	Staff members:
	Da. Geelha Samak
	Assess a March

20/8/2018 Department Meeting.	10/12/2018 Department Meeting and 1/20
Agenda: - Practical exams.	Agenda:-Start og new semester.
- Instructions to the Student of	- June table was discussed
first year	→ Syllabus was discussed and Work load was distributed among us
→ Detailing of the project and finalizing their work within line → Rearned for the remedial classes	the pendicals was done
→ Planned for the remedial classes for the I I & III year students	-> Structure for the bensinar was
por the state of t	→ Syllabus cokis nere distributed among the students
Resolution: Remedial Classes were taken	
Practical revision for the students come	Resolution; - Bridge Classes Were taken Refining 9 the Syllabur was done
done	
Staff Members:	Staff Members: -
The state of the s	Dr. Geetha Barnak
Pag N Lumaraswarry	Rof N Kumaraswamy J
	Smt. Prothvi & J. Xil
Sort Pointly: of I.	



5/6/2018 Department Meeting	5/ Jans Department Meeting haskar
Agenda :- New Start of Semester	Agenda: I internal test  - Questions to be given for I internal
P Syllabus discussion Work load discussion and distribution Project to be taken by the students	Parlicals to be conered within the
Platning for the deptalmental activity of the next semester	Scheduled line.  - Pagict were planned and experiments were Conducted and discussed.
Jime table was planned.  designment was planned for the  distribution among students	Schemicals were listed for both  projects and praticals
Lesolution: Bridge classes were laken for the students.	Resolution: - Explaining about the project improving of questions and the project improvintion.
Staff members:	Staff Members:
Da Geelta Samak Paof Nokumae as wany	Dr. Geetha Samak Prof N. Kumaeaewamy
Smt. Panthvi L. J.	Smt. Paulti, & J. High

2018 Department Meeting	4/3/2018 Department Meeting . Tom 1/20
Agenda: I internal lest	Agenda : - How of II internal Test
Postions to be covered before the	Portions to be covered before the 3rd internal fact.  Onesliens to be given for the first dest
Postions to be covered before the first intend that.  Questions to be given for the first itest in different part of syllabus.  Preparing probable greations for the Students.	Aneslions to be guin for the first dest in different fast a syllabors.  Mock lest prepapation was discussed the forth coming exams.  Practicals to be planned Repealion of the
Practicals to be planned before the	Practicals to be planned Repealish & D
Resolution: Explaining the students about the armering of questions.	Resolution: Review of Portions Converd and discussed
Staff Members.	Staff Members:
Dr. Geetha Samak.	Prof N Lumaraswamy.
Rof. N. Kumaraswamy Jan.	Sont Prother X J. Light



Department meeting  Agenda: - Start of new semester  - Syllabus distribution  - Restructuring of U6 syllabus  - Blanked for the work on criterion v  and criterion w  - Planned for the assignment topics  distribution  - Reanned for the Certificate Course.  Conducted formthe dept for the  next Coming semester  - Planned you the bridge class and  Lesolution: - Bridge class was planned  and Laken for the students	Department meeting  - Agenda: Naac Preparation  First TA discussion  - Preparation of Naac documents for  It cycle  - Christist According to the christist  given by Take planned to do it  - Planned for the suytlabus Completion  - Extra classes was planned  Resolution: Different critica was  planned and many assigned with  works.
Staff members and staff and staff and staff members and staff and	Or Geetha Samak.  Prof Kumaraswamy.  Pruthy: KJ.

Agenda: II IA, planning of III IA  Practical Examination.  Timber nat grustions were planned  Projects were planned for  finalization  Planning of the III IA who were  absent  Planned for the fractical repetation  before exams  Assignment and field this report  ever eplanned for Collection.  Resolution: Remedial Classes were  taken for the students  Staff members:-  Dr. Geetha Samak  Prof. N. Prother & J.	uploding and freezing.  Themidial Classes were taken for the Slow learners.  Discussion of theory question.  Distribution of NAAC work.  Restructuring the department.  Profile, individual file and Course file.  Marking on the Criterian of NAAC.  Collection of data needed to be given for the co-ordinator.  Resolution: - Work was distributed blow staff members in the species of NAAC.  Staff members: -  Staff members: -  Dr. Geetha Samak.  Prof N Kumaraswamy
	Smt. Prothvi d. J. dif

14/8/2	Department meeling
AT	Agenda: - Füst ünternal dest
1/22	- questions to be given for I internal
	- Practicals to be convered within the scheduled line
- 11	- Chemicals were disted for both projects and practicals
with	- Important grestions aver discussed regarding the unternal dest.
	regarding the ununal dest.
	Resolution: - Explaining about the
	Resolution: - Explaining about the answering of questions and the project Proprovisation
	March Marchanta March
	Staff members
	Dr. Geetha Samak
	Pag N Lumaras warny
	Smt. Panthai & J.



10/6/2019 Department meeling.	4001010
Agenda: - New start of sen	nester
Syllabres discussion and de	° 0. 01 -0 °
List of projects and plans	ing of it
Departmental activity of t	larses
Planned for the next practice Conducted	cals to be
Conducted	Janet
Perolution: Bridge classes we for the students	re taken
for the students.	
Staff members:	34-02
Dr Geetha Samak.	9 12
Prof N Lumaraswamy	331
	• <b>V</b>
Smt. Pruthvi x. J.	1

Department meeting.  Agenda:- Syllabus yet to covered before exams + NAACWORL  Department meeting.	Agenda: - Planned for the practical exams  Planned for the STARCHORE after  Plan for the Sneight and reflection program for the final year students
→ Preporing for the next Coming exams both practicals and theory.  → Planning for the III jam exams  → Evaluating the until nal papers.  Resolution: - Necessary arrangement for the Syllabus to be covered were  Sorted out.	Resolution: - Nearrary materials for the pradical exam are sorted and Prefared for the program
Staff Members: -  Dr. Geetha Samak  Prog al Lumaraswamy  Smt. Prottvi d. J.	Staff members: -  Dr. Geelha Sanak  Pauf al dunares wany  Smt. Pruth vi K. J.



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	21/19.
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	Agenda - Department heefine to
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	& QP Levison La 15TA
	Agenda - Department heefing to alkange - application. Heefing. & QP setting for ITA.
	Necessary assangement for affibation -
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	Staff. he au bere
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	Dr Geetha. G.
	Rof. N. Kumanasway. Justen
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	Agenda - Department heeting to gerange - Papuliantian. Heeting. & QP setting for ITA.
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	- Necesary assangement for affibation Ni Cost. Korted out.
	Staff. hembere
Live	
	Dr Geetha.
	Rof. N. Kumana sway. The
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	Litter Lamak



7/5/2000 Defartment meeting
Agenda: - Video of Practicals Remedial classes
-> Planned for the Video making
décussed and planned for the action announced by govt of Larnataka.
-> Stock was check and re-arranged -> Molurals were pripared for the
And the second s
Resolution: - Remedial Classes overe planned and distributed the Video Classes among the faculties
Staff member: -
Dr. Geetha Samak
Mas. Pouthvi X.J

Department meeting  Agenda: - Science day celebration  Agenda: - Science day celebration  The internal dest  - Planned for science day celebrations  airth Competation  - Furth was planned  - In internal dest questions come  planned  - Hospital Visit - Practicals of  certificate course was planned  - Veledictory function for the	Department meeting 45/2020 Agenda: Online classes Assignments  Decause of COVID-10, the college serviced  closed As few management order, thought are supposed to do online classes for students  In this segard, the line table are special and questions were given to then  Alexand for the assignment of the halow
contificate course was planned;  levidial classes were conducted  for the slow clearners.	+ Planned for the assignment dethibution  + Watrapp group was created for the students
Resolution: Exempetation was conducted and question bank was sprepared for the internal.  Staff members:	Resolution: - questions were frepared and water spp groups were created for the remedial dark
Staff members:  Br. Geette Samek  Pay dunaraswany.	Dr. Geetha Sanak Peng Lumaraswany
Rey danaraswany. Nu Parthy: 43 AiP	Mu Prothri of 5

11 Department meeting.
9/8/2021 Department meeting Dater
Hgenda New appointment to
Agenda :- New appointment to the department
Online medic
-> Work cload distribution
· Planning of the Syllabour distribution
-> Pradical Classes were diccured
and distributed
-> Pradical Classes were discussed
+ Independence day was celebrated circh Competation
Civil Control day was celebrated
with Competation
DA. 1140
resallilion. T
Phactical requirement was listed
Planned for seminars
Video Classes were Planned
accordingly for the Competition
g syllabols.
Resolution: -  Practical requirement was listed  Planned for seminars  Video Clarses were planned  accordingly for the Competition  g syllabors.
Staff members. Local alle of all
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Dr. Geetha Samak month 1 19
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Prof Kumas al 120
Prof Kumaraswany N.
Mrs. Pruthvik.J. dj.P.
Mr. Manada Dil
Mr. Mangala D. H. H
V

14/203	Department meeting
1	Agenda :- Offline classes  Review of Classes on  Online mode.
	Online mode
	- Har dead distailantion
200	Planning of the Syllabus distribution
Jn 18	the semester were discussed.
	-> Plan of the fracticals for all  the semester were discussed.  -> Slock was checked
	Resolution :- Planned for the Internals
10.1	Orline class Review.
	Video Clare con planned
	Staff members:
	Dr. Geetha Samak
	Prof N Kumaraswany
	Mrs. Pruthvilk Diocesons 1 199