

COMPUTER DEPT.
SCIENCE

MEETING

BOOK

meeting held on 9/4/19 at 3:30pm¹

H.O.D called upon a meeting in the department to allot a subjects to each individual faculty for taking class for coming semester.

Pg Mahesha S, H.O.D → Java - II BSc
C++ - II BCA

Padmarathi K.V → C - I BCA
OS - II BSc.

Jagan Ahmed → H/W & Networking - I BCA
web technology - III BSc

Indushree M → CO - I BSc.
NT - II BCA

Sowmya R.B → C++ → I BSc.
UNIX → I BSc.

Nayana. Y → OS → I BCA.

Signatures

Head of the Department of Computer Science
Sree Siddaganga College for Women
JUMKUR,

meeting² held on 3/7/19 at 11:30 A.M.

H. O. D. Prof. Manisha S was called meeting at 11:30 am to all staff members.

Agenda of this meeting is as follows

1) Timetable

2) Lesson plan and Monthly plan

3) Dairy writing.

4) Labs incharge and Student details.

5) Departmental Activities

6) NET SIM.

Agenda 1 : Finally timetable has been revised and insist faculties to take class (both theory and practicals) accordingly

Agenda 2 : The last date for submitting is 8/7/19

Agenda 3 : 07 hours dairy writing (da

Agenda 4 : Lab 1 - PAS

Lab 2 - IM

Lab 3 - SM

Overall supervision by IAS
IBSC, IBCA, IBSC student details - abn

Agenda 5 : Seminar for Final year students regarding placement training.

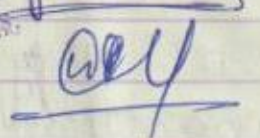
Date yet to be decided

Agenda 6

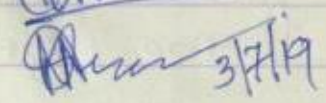
and certificate

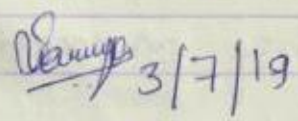
Staff Attendance

Head of the Department of Computer Science
Sree Siddaganga College for Women
TUMKUR.

Signature




 3/7/19

 3/7/19

Meeting held on October 5th 2020
in Principal chamber. at 11:30 am

HOD called upon a meeting under the presence of our Principal Dr. Jayasree to discuss the following agenda.

Agenda.

- 1) work load
- 2) Subject allotment
- 3) Shortage of faculties
- 4) Merition Bill etc.

Signatures

1)

[Signature]

Head of the Department
Sree Siddaganga College
TUM

2)

[Signature]

3)

[Signature]

4)

[Signature]

Dr. Jayasree K.

Meeting held on 23-01-21 at 10.30 am

HOD called upon a meeting to all the staff members including newly appointed faculties [both FT and PT] regarding

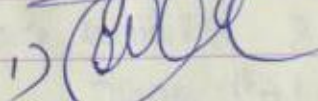
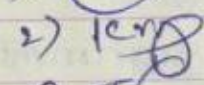
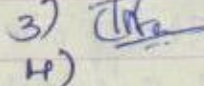

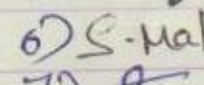
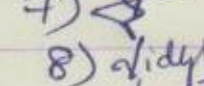
- 1) Biometric to Newly appointed staff
- 2) updated Timetable. for both 1st year and 2nd year students.
- 3) Lab Manuals [OS and IP are pending] and timings
- 4) other related information.

Newly Appointed Staff.

- 1) Kisan D.N — Full time
- 2) vidyashree — Full time
- 3) Chethana V — Part time
- 4) Manjunath B.L — " "
- 5) Khudsiya Khanum — " "

Head of the Department of Computer Science
Sree Siddaganga College for Womens
JUMKUR.

Signatures

- 1) 
- 2) 
- 3) 
- 4) 
- 5) 
- 6) S. Mallesh Bab
- 7) 
- 8) vidyashree
- 9) Chethana
- 10) Khudsiya

13

Meeting held on 02-03-21 at 3.15.000

HOD called upon a meeting to all the staff members regarding

- 1] Syllabus completion
- 2] Internals [Lab]
- 3] Lab manuals
- 4] Project work for 2nd sem (both BCA & BSc)
- 5] Subject allotment for even Semester
- 6] other related information

Signature

Head of the Department of Computer Science
Sree Siddaganga College for Women
TUMKUR.

- 1) [Signature]
- 2) [Signature]
- 3) [Signature]
- 4) S. Mallesh Babu
- 5) Kalpene S
- 6) Hemantini
- 7) [Signature]

Meeting held on 24-5-22 at 11:30pm

H.O.D Prof Mahesha is called upon a meeting to all department staff members to discuss the following topics

Agenda of meeting

- 1) workload [Theory (70) + practical (171)]
- 2) Subject allotment (Reconfirmation)
- 3) project allotment-
 - II BCA - Malleshbabu is
 - II BCA - Static lab - Toofan Ashwared
 - III BSC - Shree + Nanda
- 4) Time table allotment
- 5) Dept Activities
 - Netsim Inaugural & certificate distribution - July 28th 2022
 - Two days workshop on web design for III BSC students - June 10th & 11th 2022.
 - aptitude training - August 10th & 13th 2022

Signature

Head of the Department of Computer Science
Sree Siddaganga College for Womens
TUMKUR

Prof
Shreejyoti N

Meeting held on 04-03-23 at 11:30 am

MOD called up on a meeting to all department staff members to discuss regarding following

Agenda's

- 1) Internal marks entry
 - 2) Syllabus completion
 - 3) Lab exam
 - 4) Subject allotment
 - 5) Regarding workshop and guest lecturing.
- For final year almost 95% of syllabus completed and for second year 80% of syllabus completed.

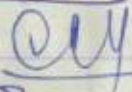
For 1st sem Lab exams will start from 13-03-23.

2nd sem Lab exams start from 20-03-23

Subjects has been allotted for concerned staff and insist them to prepare atleast two chapters before semester starts.

Head of the Department of Computer Science
Sree Siddaganga College for Womens
TUMKUR.

Signature

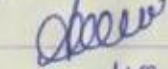


Rakesh

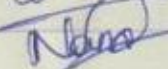


Rakesh

S. Mallesh Bab



Shruithi.N.



Meeting Proceedings Book

Department of Botany

**Sree Siddaganga college of Arts, Science and
Commerce college for women, Tumkur**

Memo

All the Staff members of the Department of Botany are requested to attend the meeting in the Staff room on 5/4/18 at 12:30 PM.

Agenda.

- 1) Shortage of attendance
- 2) practical examination dates.

All the above agenda was discussed and resolved to follow it.

[Signature]
H.O.D.

Secretary of Staff members
Head of the Department of Botany
Sri Lanka College of Women
KUMKUB - 572 103

- 1) Anurath S.
- 2) Akhavan J.B.
- 3) Kanya M.K.

Memo

All the staff members are requested to attend the meeting in the HoD Room on 08/3/19 at 11:30 AM

Agenda

- 1) Discussion of syllabus covered and to be covered.
- 2) Conducting of internal test.
- 3) Internal assessment.
- 4) Preparation of question papers.
- 5) Practical examination dates.

All the above agenda are discussed and resolved to follow it.

J. Chandrasekhar
HoD Botany

Signatures of Staff members

- 1) prg Anandaram
- 2) Asharani JB
- 3) pruthvi
- 4) madhura

[Signature]

Memo

Meeting Proceedings

Department result analysis and Failure analysis are discussed.

Discussed the measures to be taken to get 100% result.

Discussed regarding completion of Syllabus in time.

J. Chandra
HOD of Botany

Head of the Department of Botany,
Bee Sidasanga College for Women

TUMKUR - 572 101

Staff members.

1. Acharoni B. *A*
2. Kavya *Kavya*
3. prathini M.L
madhura

Memo

All the Staff members of the Department of Botany are requested to attend the meeting in the Staff room on 28th August 2020 at 11:00 AM.

Agenda

- 1) Conducting of online classes from 1/9/2020
- 2) preparation of Time table for online classes
- 3) Conducting of International webinars.
- 4) Allocation of Syllabus.

All the above agenda was discussed and resolved to follow it -

Signatures of Staff members

- 1) Varanath Kumar, M.
- 2) Akhavan, J.B.

H. O. D of Botany
Head of the Department of Botany
Sree Sudevan College, Kollam
KOLLAM - 692 102

28/8/2020

Memo

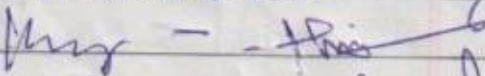
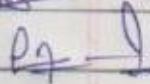
The Staff members of the Department of Botany are requested to attend the meeting in the Staff room, on 9/10/21 at 11.00 am.

Agenda

1. Commencement of classes
2. workload distribution
3. Discussion regarding NFP Syllabus
4. Stock verification in the Department
- 5.


HEAD OF THE DEPT. OF BOTANY
Sree Siddaganga College of Arts
Science & Commerce for Women
TUMKUR-572102

Signature of Staff members.

1. M. Vasanthi Devi - 
2. Penderangachari. N. 
- 3.

Proceedings:

1. Staff members were instructed to take final year and Second year classes.
2. Syllabus allotment was done.
3. Discussed a new education system rules regulations and syllabus for first year students.
4. Staff members were asked to do Stock verification in the lab for the academic year.

Memo

The Staff members of the Department of Botany are requested to attend the meeting in the Staff room on 23/05/2022 at 12.00 PM - 1.00 PM.

Agenda.

1. Commencement of classes.
2. workload distribution.

[Signature]
 HEAD OF THE DEPT. OF BOTANY
 Sri Siddaganga College of Arts,
 Science & Commerce for Women
 TUMKUR-572102

Signature of Staff members:-

1. *[Signature]* — *[Signature]* — *[Signature]*

2. *[Signature]* M. A

[Signature] M. A

3. Memo B c

[Signature] B c

Proceedings:-

1. Staff members were instructed to take First Year and Second Year classes.
2. Syllabus allotment was done.
3. Unit wise Syllabus allotted to the teachers.

[Signature]
HEAD OF THE DEPT. OF BOTANY
Sree Siddaganga College of Arts,
Science & Commerce for Women
TUMKUR-572102

Memorandum

The Staff members of the Department of Botany are requested to attend the meeting in the Staff room on 08/10/2023 at 11.00pm - 12.00

Agenda

1. Commencement of classes.
2. workload distribution.

HEAD OF THE DEPT. OF BOTANY
Sree Siddaganga College of
Science & Commerce for Women
TUMKUR-572102

Signature of Staff members:-

1. Hemra B.c - Hemra

HEAD OF THE DEPT. OF BOTANY
 Sree Siddaganga College of
 Science & Commerce for Women
 TUMKUR-572102

PS/12/51/21

proceedings:-

1. Staff members were instructed to engage all the classes.
2. Syllabus allotment was done.
3. Unit wise syllabus allotted to the teachers.

S. Chandra S R
HEAD OF THE DEPT. OF BOTANY
Sree Siddaganga College of Arts,
Science & Commerce for Women
TUMKUR-572102

HEAD OF THE DEPT. OF BOTANY
Sree Siddaganga College of Arts,
Science & Commerce for Women
TUMKUR-572102

COMMERCE & MANAGEMENT

Department Meeting

Register

2018 onwards.

Date : 20/6/2018
Wednesday

Meeting Notice

The departmental meeting of Commerce & Management has been convened on 20th June 2018 at 12 noon at the dept of Commerce & Management.

All the Staff Members are hereby performed to attend the Meeting without fail to discuss the efficiency agenda.

Agenda of the meeting

- Distribution of Subjects
- Allocation of Workload
- Framing of time-table
- Registering of attendance.
- Preparing lesson plan.
- Maintaining Work Diary
- Conducting unit test
- Planning of Workshops, Seminars etc.

Head Of the Department
Commerce & Management
Sree Siddaganga College of Arts, Science
& Commerce for Women, TUMAKURU

- 1) Dr. K.C. Jayaswamy.
- 2) C.T. Chandrappa.
- 3) Rathnamma, Y.S.
- 4) N. Harshavathi
- 5) Shashikala, W.
- 6) Nayana, M.
- 7) KPran Kumar, H.S.
- 8) Shruthe, M.R.
- 9) Rangitha, Y.V.

Yes
No
Yes
No

Proceedings of the meeting

- The departmental meeting held on 20th June 2018 at 12 noon resolved the following:
- HoD welcomed the staff members of the departmental
 - The subjects were distributed among the staff members.
 - The total workload of 260 Hrs of B.Com & BBM was allotted among 15 full-time lecturers, including three UGC Grade lecturing and three part time lecturers.
 - The time-table for the odd semester was framed for 2018-2019 (June to Oct 2018).
 - The members of the dept. to maintain attendance register from 25-06-2018
 - To prepare lesson plan of their respective subjects, according to the calendar of Events & Subjects taught.
 - To maintain work diary from 20/6/2018
 - To conduct Unit Test soon after the completion of particular unit of the subject.
 - To decide the date & Guest lecturing for the workshop & Seminars.

Members present:

- 1) Suma. G.L.
- 2) Divya Shree. H.U.
- 3) Bindhushree. K.S.
- 4) Nischetha. L.
- 5) Saritha. K.V.
- 6) Manohar
- 7) P.C. Lokesh.

Head Of The Department
Commerce & Management

See Siddaganga College of Arts, Science
& Commerce for Women, TUMAKURU

Divya
Bindhushree

Manohar

Date : 21/2/2019
Thursday

10

Meeting Notice

All the members of the department are requested to attend the meeting on 22nd Feb 2019 at 12.30

Agenda

- 1) Result analysis
- 2) Distribution of file Maintenance
- 3) Completion of Diary.
- 4) Identify Slow learners.
- 5) NAAC - Preparation & Progress.
- 6) Any other Matter.

- 1) K.C. Jayaswamy.
- 2) C.T. Chandrappa.
- 3) Rathnamma. Y.S.
- 4) Shashekala. N.
- 5) Nayana. M.
- 6) N. Harshavul
- 7) Kieran Kumar. H.S.
- 8) Shruthi. M.R.
- 9) Rangitha. Y.V.
- 10) Shwetha Mallik. B.M.
- 11) Suma. G.L.
- 12) Divya Shree. H.U.
- 13) Bindhushree. K.S.
- 14) Nishitha. L.
- 15) Sarlitha. K.V.
- 16) Manohar.
- 17) P.C. Lokesh.
- 18) Jayashree. M

Head Of The Department
Commerce & Management
Sree Siddaganga College of Arts, Science
& Commerce for Women, TUMAKURU

see

Shil

deev

HR

R

EM

Divya

Kondushree

Nishitha

HN

HR

HR

Jayashree

Proceedings of the meeting

The Meeting was held on 22nd Feb 2019 at 12.30pm to discuss the agenda of the meeting.

Proceedings:

- HOD welcomed the staff members & initiated discussion on the agenda.
- H.S. Kiran Kumar and Vasu were assigned the work of result analysis.
- Distribution of file maintenance was allocated among the members of the department.
- The staff members asked to complete the diary work.
- Staff members are asked to identify the slow learners & attend the problems of slow learners.
- Briefed the staff members on the preparation for NAAC and allocated the works to the staff members.
- Discussed about the trip.

1) C. T. Chandrappa

2) Rathnamma. Y.S

3) Bhashikala. N

4) Nayana. M

6) N. Harshashree.

7) Kiran Kumar. H.S

8) Sheethi. M.R

9) Ranjitha. Y.V

10) Sheetha Mallick. B.M

11) Suma. G.L

Head of the Department

Commercial Management

Sri Siddaganga College of Arts & Commerce for Women, Tumkur

16. Manohar

17. P.C. Lokesh

18. Jayashree. M

1-08-2020

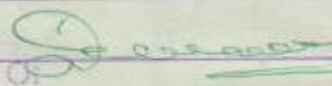


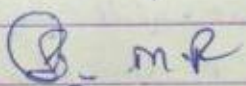

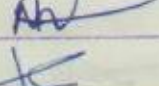

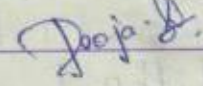
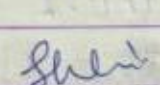
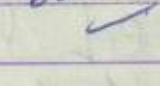
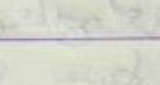
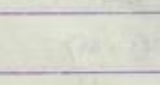
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Meeting Notice

All the teachers of Commerce and management department are hereby informed to attend the meeting on 03-08-2020 at 11:00 AM.

Agenda:

1. preparation of online time-table (final run)
2. Reviewing the syllabus completed
3. Conducting the classes for the final year
BCOM & BBM
4. Any other matters.

Name	Signature
01 C.T. Chandrasappa	
02 Purna G.L	
03 Divyashree H.U	
04 Nayana.M	
05 Shruthi.M.R	
06 Nischitha.L	
07 N. Harshashree	
08 Kisan Kumar H.S	
09 Swetha Mollik B.M	
10 Pooja.D	
11 Ranjitha Y.V	
12 Shashikala.N	

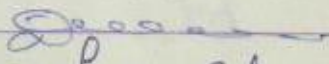
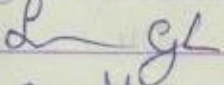
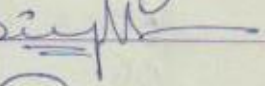
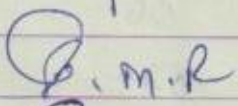
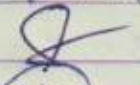
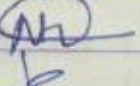

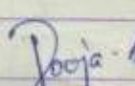
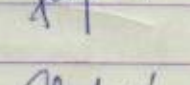


03-08-2020

23

proceedings of department meeting.

The meeting was held on 3rd August 2020, at 11:00 am & resolved the following.

1. H.O.D welcomed the Staff members of the department
2. The time table (online) preparation work for final year Bcom & BBM was discussed and given to H.S. Kirankumar sir.
3. Reviewed the portion covered.
4. Requested the staff members to engage to take the online classes as per the time table to prepare the students for upcoming examinations.
5. Discussed about the Covid-19 & requested the staff to stay safe.

Sl. No	name	Signature
01	prof. C.T. Chandruppa	
02	Suma G.L.	
03	Divya Shree	
04	Nayana.M	
05	Shruthi.M.R	
06	Nischitha.L	
07	N. Harshashree	
08	Kisan Kumar H.S	
09	Swetha Mallik B.M	
10	Pooja .D	
11	Ranjitha Y.V	
12	Shashikala . N	

② Department Meeting Notice

All the teachers of Commerce and management hereby informed to attend the meeting on Tuesday (09-03-2021) at 11:00

Agenda:

1. preparation of internal assessment marks
2. parameters for awarding marks to the students
3. Recognizing the meritorious students.
4. Uploading the internal assessment marks to the university website.
5. Completion of work diaries.
6. Discussing about the latest issues b/w principal &

Sl. no	name of the Teachers.	Signature
01.	C. T. Chandappa H.O.D.	
02	Luma G.L	
03	Dinayashree H.O	
04	Pooja D	
05	Shruthi M.R	
06	Shankhadevi N	
07	N. Harishree	
08	Nischitha L	
09	Pranav H.S	
10.	Sweetha Malik B.M	
11		
12		

09-03-2021

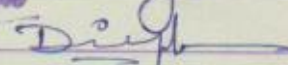
27

proceedings of the meeting

The department meeting was held on 09-03-2021 ~~Friday~~ at 11:00 am and resolved the following.

1. H.O.D C.T. Chandrupa welcomed the staff members of the department.
2. asked the teachers to prepare internal assessment marks list on the basis of the parameters discussed in the meeting.
3. asked the teachers for uploading the internal assessment marks to the university website within 15th.
4. Informed the staff members of our department to complete and get the signature of H.O.D.
5. Discussed about the allegation made by the principal & others about me.

Members presented:

Sl. No	Name of the teacher	Signature
01	C.T. CHANDRUPA	
02	Luma J. Head of the Department Commerce & Management Bred Siddaganga College of Arts, Science & Co-educational for Women, Tumakuru	
03	Divya Shree H	
04	Pooja D	
05	Shruthi M.R	
06	Shashilala W	
07	N. Harshavare	
08	Nischitha T	
09	Kiran Kumar H-S	
10	Swetha Mallik. B. M	

Department Meeting notice

All the Staff members of the department of Commerce are requested to attend the meeting on 4th February 2022 at 12.30 pm in the department without fail.

Agenda:

1. Review of the syllabus complete.
2. Updating of diaries.
3. proctor's records updating.
4. Conducting workshop on preparing students for placement activities.
5. Others if any.

Head Of The Department
Commerce & Management
Sree Siddaganga College of Arts, Science
& Commerce for Women, TUMAKURU

Sl. no	Name	Signature
1	Nischitha L	
2	N. Harshaghee	
3	Shashikala N	
4	Ranjitha Y.V.	
5	Sulatha Hollik. B.M	
6	Kiran Kumar H.S	
7	Nayana. M	
8	Divyashree H.U	

04-02-2022

39 Friday

proceedings of the meeting

The department meeting was held on 04-02-2022 Friday at 12:30 pm and resolved the following.

1. H.O.D. C.T. Cunnappa welcomed the staff members of the department.
2. Reviewed the portions covered and informed the staff members to engage the classes upto the 9th Feb 2022 as per the direction of principal.
3. Informed the teachers for updating the Class and proctor records.
4. Asked the teachers for preparing internal test marks list.
5. Decided (Resolved) to conduct workshop on 8th February 2022 at 10:45 am in the Akkamahadevi Subhangana for developing necessary skills and qualities among the students for attending placement programs.

Sl.	Name	Signature
1	C.T. Cunnappa Head Of The Department Commerce & Management	
2	Nischitha-L Sree Siddaganga College of Arts, Science & Commerce for Women, TUMAKURU	
3	N. Harshashree	
4	Sharmika Lalappa	
5	Ranjitha Y.V.	
6	Sudhanallik R.H.	
7	Nischitha-L	

01.06.2023.

40 Department Meeting Notice

All the faculties of department requested to attend meeting on 02.06.2023 at 12.30 pm.

Agenda :-

1. Redistribution of workload.
2. Reallocation of Subjects
3. Reframing of timetable
4. Monitor updation of attendance, diaries, lesson plan
5. Planning for workshop, industrial visit
6. Conducting of department level test.

Name of lecturers

1. N. Harshashree
2. M. R. Shruthi
3. N. Shashikala
4. Sangeetha Nagaraj
5. H. S. Kiran Kumar
6. Nischithal

Alayno.

Head of the Dept. of Commerce
Commerce & Management
Bree Siddaganga College of Arts, Science
& Commerce for Women, TUMAKURU

N. Harshashree
P. m. l.

Shashikala N.

8

8

Proceedings of department meeting.

The department meeting held on 2.6.2023 at 12.30pm and following resolutions passed.

1. After retirement of Prof. C.T. Chandrappa, slight redistribution of workload, allocation of subjects, time table were reformed.
2. BBM project work were allotted to teachers to guide
3. In department 4 full time faculties & 3 part time faculties were allotted with work.
4. Attendance, work diaries, lesson plans were monitored & maintained.
5. Discussed about conduction of workshop, classwise seminar, tests, assignments, class tests

Members participated.

1. Nayana. m - HOD (Incharge)
2. Shashikala. N.
3. N. Harshashree
4. Nischitha. L
5. Shruthi. m. f

Commerce & Management
Sree Siddaganga College of Arts, Science
& Commerce for Women, TUMAKURU

Xley...

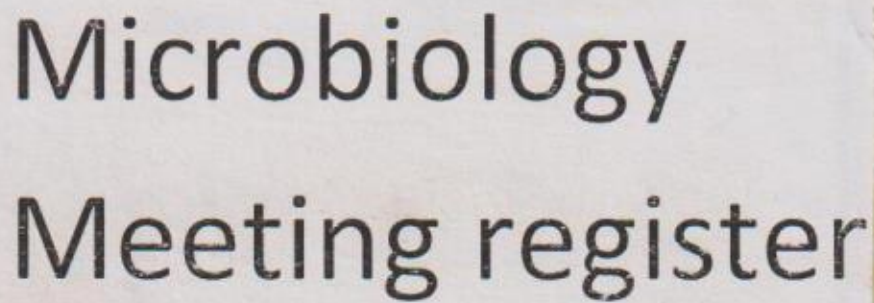
Shashikala N

N. Harshashree



The logo for JB BOOKS, featuring the text 'JB BOOKS' in a bold, white, sans-serif font inside a black rectangular box with a white border. The box is set against a background of a blue and yellow gradient.

GOLD

The title 'Microbiology Meeting register' is displayed in a large, black, sans-serif font. The text is centered within a white rectangular area that has a slightly distressed, torn-paper edge effect. This area is superimposed over a background image of a dramatic landscape with a sunset sky and a rocky cliffside.

TITANIUM

Long Book

VISHNU SA

MEMO

All the staff members of the Department of Microbiology are requested to attend the meeting in the staff room on 29-8-2019 at 12:00 PM.

Agenda

1. Completion of the syllabus
2. Regarding syllabus completion.
3. Conduction of unit test.
4. Internal assessment
5. Student assignment.

Signature of staff members,

① Smilla. n

② Veel:
(Deepthi Hanish)

H. Chiranjeevi
H.O.D of Microbiology.
HEAD OF THE DEPT. OF MICROBIOLOGY
SRES SIDDABANGA COLLEGE FOR WOMEN
TUMKUR-572 102

Meeting Proceedings.

- 1) Time table both Theory and practical hours are distributed equally for both the staff members Mrs. Smitha.N and Mrs. Deepthi.K.Murthy.
2. Final year Microbiology result analysis Discussion.
3. Practical batches were made.
4. Discussion about Monthly plan and lesson plan preparation

Signature of Staffmembers.

① Smitha.N

② Deepthi 14-6-2019

Ch. Sonepudi
HOD of Microbiology

HEAD OF THE DEPT. OF MICROBIOLOGY

BREE SIDDAGANGA COLLEGE FOR WOMEN

TUMKUR-572 102

MEMO

All the staff members of the Department of Microbiology are requested to attend the meeting in the staff room on 28/8/2020 at 11:00 A.M.

Agenda

1. Conducting of online classes from 1/9/2020.
2. Time table for online classes.
3. Conducting ^{International} seminar on 10th Sept.

[Signature]
Head of the Department
28-8-20

HEAD OF THE DEPT. OF MICROBIOLOGY
SREE SIDDABANGA COLLEGE FOR WOMEN
TUMKUR-572 108

Signature of staff members

① *[Signature]*
28/8/2020

② Deepthi Hanish - UCC

Meeting Proceedings.

1. Staff members were directed to instructed to conduct on-line classes to complete the remaining portions left during lock down period.
2. Staff members were allotted with stock verification work of department of microbiology.
3. Internal assessment on the basis of attendance submission of assignments. Internal test done before the lock down period.
4. Giving assignments to the students through Google classroom app.

Signature of staff members

① Smitha N - Smitha N.

② Deepthi Hanish - Deepthi

S. Ch. Suresh
HOD of Microbiology

HEAD OF THE DEPT. OF MICROBIOLOGY
BREE SIDDASANGA COLLEGE FOR WOMEN
TUMKUR-572 102


MEMO.

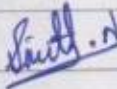
The Staff members of the department of Microbiology are requested to attend the meeting in the Staffroom on 3.30

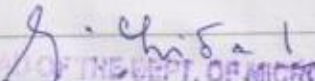
Agenda.

1. Time table allotment for Practical classes
2. Conducting of Practical classes.
3. laboratory preparations
4. Preparation of lesson plan.

Signature of Staff members

① 

② 


 HEAD OF THE DEPT. OF MICROBIOLOGY
 Sri Siddaganga College of Arts
 Science & Commerce for Women
 Tumkur-572102

JOB BOOK
PAGE NO.:
DATE:

Meeting Proceedings

1. The distribution of Practical batches and informing the batches to the students.
2. Lecturers were asked to conduct the practical classes as per the allotted schedule.
3. Previous laboratory preparations should be done to conduct practical classes was instructed to the lecturers.
4. Staff members were asked to prepare the lesson plan as per their Time table and academic calendar.
5. Guidance to write project reports to the students on their topics allotted by the department.

J. Ch. S. S. _____
THE DEPT. OF MICROBIOLOGY
Sri Siddaganga College of Arts,
Bijapur & Institute for Women
SIDDAGANGA-572109

MEMO

The staff members of the Department are ^{intimated} asked to attend the meeting on 25/1/2022 at 11:00 A.m. in the Department.

Agenda.

1. Discussion about completion of Syllabus upto date.
2. Allotment of Internals, Assignments and project Submissions valuation work.
3. Conduction of Science Quiz from life science forum for all life science stu.
4. Conducting practical Internal tests.
5. Each staff members are instructed to update Internal marks.

Signature of Staff members.

- ① Devi
- ② Smitha

Meeting Proceedings

- 1) Update on syllabus completion of each staff members was discussed.
- 2) Staff members were allotted to complete valuation ~~work~~ of internals, assignments & project works submitted by students.
- 3) Staff members were instructed to conduct departmental quiz competition for all life science students.
- 4) Practical Internal tests ~~is~~ for all the three year students is scheduled to be conducted from next week.
- 5) Each staff members were instructed to update internal marks list.


25/1/22
HEAD OF THE DEPT. OF MICROBIOLOGY
Sree Siddaganga College of Arts,
Science & Commerce for Women
TUMKUR-572102

Meeting Proceedings

1. Classes commenced on 2-5-2023 for 2nd, 4th & 6th sem B.Sc
2. Time table was allotted with syllabus distribution for second semester (NEP), fourth semester (NEP) & sixth semester (CBCS). 2022-2023 students.
3. Discussion regarding work load was done.

[Signature]
HEAD OF THE DEPT. OF MICROBIOLOGY
Sri Siddaganga College of Arts
& Commerce for Women
TUMKUR-572102

HEAD OF THE DEPT. OF MICROBIOLOGY
Sri Siddaganga College of Arts
& Commerce for Women
TUMKUR-572102

Department of Physics

MEETING BOOK

- From JUNE - 2019 -

Sree Siddaganga College of Arts, Science and Commerce for Women ,
B.H. Road , TUMAKURU.

Department of Physics

Date: 15-02-2019

All Staff Members are hereby informed to attend an emergency
Department Meeting on Tuesday 19th December 2018 at 4-00pm in
PRINCIPAL'S Chamber.

Agenda:

> NAAC – PREPARATIONS of the DEPARTMENT.

> Any other matters. + updated *Work Diary*

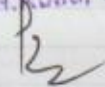
21h am
16/12/2019
H.O.D of Physics

Head, Department of Physics
Sree Siddaganga College of
Arts, Science & Commerce for
Women, B.H. Road, Tumkur-2, Karnataka.

D. Arce
Principal

PRINCIPAL Grade - 1,
Sree Siddaganga College of Arts
Science and Commerce for Women
B.H. Road, TUMKUR.

PK



NJR



TF



PB



BM



AR

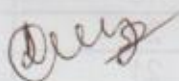


AHG



TNL

DB



Resolutions:

- The files to be prepared for NAAC by the department was discussed and the responsibility was shared among the staff members.
- Part-time staff members was given the responsibility of preparing only one file and was asked to assist the other staff members in the file preparation work.
- Work diary was submitted for verification.
- At tenders were asked to maintain the timings of opening the laboratory.
- Principal explained the work required to be completed for NAAC.
- Meeting concluded at 5-15pm.

H.O.D. *J. Khanna*
19/2/2019
Head, Department of Physics
Sree Siddaganga College of
Arts, Science & Commerce for
Women, B.H. Road, Tumkur, Karnataka

Sree Siddaganga College of Arts, Science and Commerce for Women ,
B.H. Road , TUMAKURU.

Department of Physics


Date: 29-10-2020


All Staff Members are hereby informed to attend a Department
Meeting on ~~Tuesday~~ ^{Thursday} 29th OCT at 11-30 am.

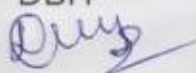
Agenda:

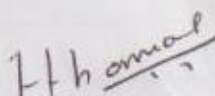
- Progress of Online classes and related matters. ✓
- Updating of Work diary ✓
- Transfer of Department in Charge. ✓
- Any other matters

PK- 

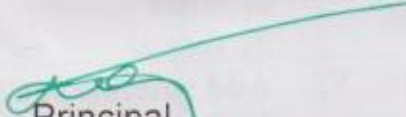
BM- 

AHG- 

DBH- 


H.O.D of Physics

Head, Department of Physics
Sree Siddaganga College of
Arts, Science and Commerce for
Women, B.H. Road, Tumakuru, Karnataka - 575 002, India.


Principal
PRINCIPAL,
Sree Siddaganga College of Arts,
Science and Commerce for Women,

Date: 23-11-20

Resolutions :-

- * New online form was given to conduct the classes with discipline.
- * Work diary was updated
- * Department charge was transferred to Sri. B. Marappa.
- * F-D details was checked and approved.

The next interest is due on December 31st 2020.

T.F. - Thos

P.K. - [Signature]

B.M. - [Signature]

A.H.G. - [Signature]

D.B.H. - [Signature]

All the Staff Members are here by informed to attend the meeting at the dept on 6-02-21 at 12-12 pm.

Agenda

- ① Regarding Lab
- ② Lab Test
- ③ Theory Interviews
- ④ Other issues of the dept -

B.raj

① PK - PK

② TF - TF

③ AHG - AHG

④ DB - DB

⑤ AL - AL

⑥ AB - AB

⑦ HB - HB

Resolution

- 1) Lab test from 15th Feb to 20th Feb.
- 2) Lab Repeatability for final year 8th Feb to 13th Feb
- 3) Theory test for final year. 13th Feb - 501
17th Feb - 503
- 4) Theory test total marks allotment - 15 marks.
- 5) Total Internal marks

5 - marks Theory test + 2 - marks attendance + 3 - marks Assignment

- 6) Internal marks upload work allotment.

III PCM → A.H.R. +
II PCM → A.R.
I PCM → H.B.

III - P.M.C.s }
II - P.M.C.s } AB + DB
I - P.M.C.s }

- 7) Lab Setup → 502 - T.F
504 - A.H.R.
302 - A.R. + A.B.
102 - D.B. + H.B.

All the staffs are have by informed to attend the meeting on 25-6-22 at 11 AM for commencement of practical classes.

B. m. l

- ① TF ② AHG ✓
- ③ DB ~~Durg~~ ④ AR ~~Ar~~
- ⑤ PB ~~h~~ ⑥ DPL ✓

① The staffs are accepted to start the practical class on 30-5-22.

② And also we discussed the conduction of the I Bce practical examination from 18-6-22.

③ Setting of Laboratory for individual staff ✓

H02 - AHG + PB ✓

602 - TF + DB

604 - BM + DPL + AR

B. m. l

paper - 601

Unit 1 - TF

Unit 2 - AR ~~AR~~Unit 3 - DPL ~~DPL~~paper - 603Unit 1 - AUG ~~AUG~~Unit - 2 - BM ~~BM~~Unit 3 - DB ~~DB~~Open Elective OEUnit 1 - AUG ~~AUG~~

Unit 2 - TF

Unit 3 - DB ~~DB~~

All Staffs are agreed to

Work as per above distribution of Syllabus.

① TF - ~~TF~~② AUG - ~~AUG~~③ DB - ~~DB~~④ AR - ~~AR~~⑤ DPL - ~~DPL~~

B. M. L.

Dept of physics

4.2.2023

67

All Staff are here by informed to attend the meeting in the dept on 4.2.23 at 11-30 AM for discussion of special lecture.

Prof

- ① A H G - ✓
- ② D-B -
- ③ P.B -
- ④ AN -
- ⑤ HRN - Tangathur

Head, Department of Physics
Sree Siddaganga College of
Arts, Science & Commerce for
Women, P. H. Road, Tumkur-2, Karnataka.
Siddaganga, Tumkur-2, Karnataka.

To prepare the Question paper for the
Test.

① III sem } 501 → AR
 } 503 → HRN

II BSc 305 - P.B

② I BSc practical examination

- DB - preparation of time table.

③ Coverage of syllabus for I BSc E

List of experiments:

- 1) Air Wedge } Aruna Kumari
- 2) Melde's experiment }
- 3) Dispersive Power } Divya Bharathi H
- 4) Cauchy's Constant }
- * To determine μ of material of prism using Na So
- 5) Polarimeter } Prathibha. B
- 6) Volume resonator }
- 7) Newton's ring - } Ranuja. H.
- 8) Frequency of AC using sonometer }
- * Dispersive power & resolving power of plane diffract grating. ~~using~~

① A H e y - ~~A~~

② D B -

③ P B - ~~A~~

④ A R - ~~A~~

⑤ A N R - ~~A~~

but



**SREE SIDDAGANGA COLLEGE
OF ARTS, SCIENCE AND COMMERCE FOR WOMEN**



**Dept. of Chemistry
Meeting Proceedings**

IV meeting

PAGE
DATE

Monday
24-9-2018

Time: 4-5PM

Department meeting is held on
24-9-2018 Monday at 4PM.

① Entry of Test marks / practical test marks
in Student performance Book.

① I pcm | CB2 | CZM | CBBT - Sowmya S }
- Vinodha.K

② II pcm | CB2 | CZM | CBBT - Divyashree TN }
& Puneetha.S

③ III Bsc pcm | CB2 | M | BT paper - V (org) - KSP }
- KDM

4) III Bsc pcm | CB2 | M | BT paper - VI (phy) - B.V. Thiriveri }
- Darghan D.

② Shortage of attendance Calculations.

I pcm - KDM	II pcm - Puneetha.S
I CB2 - KV	II CB2 - TND
I CZM+BT - S.S	II CZM+BT - TND

III Bsc pcm - KSP
CZM/BT/CB2 - BVT

③ Internal assessment marks List prep'n
As it is in point no ①

④ Record Submission ~~Thurs~~ III Bsc - 04-10-2018
Friday II Bsc - 05-10-2018
Saturs I Bsc - 06-10-2018

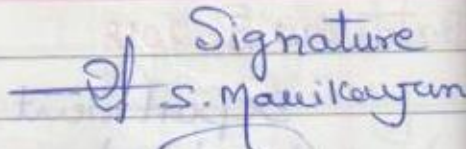
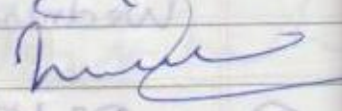
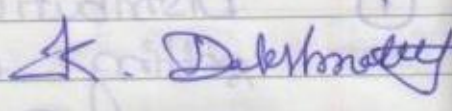

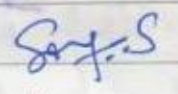

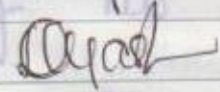
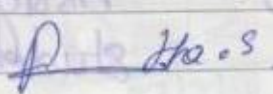
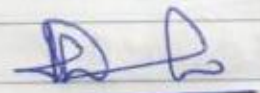
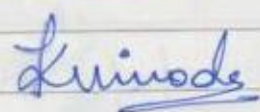
⑤ For practical Examination - Solution & Lab prep work

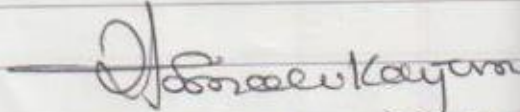
I SEM - KDM + KV + TND.

III SEM - KSP + BVT + SP.

V SEM paper - V (organic) KSP + SP

V SEM paper - VI (physical) TS + SP

- | Name | Signature |
|-------------------------|---|
| 1) H.S. Mallikarjunappa |  |
| 2) Jayashankar |  |
| 3) K. Dakshinamurthy |  |
| 4) K.S. Prabbhuswamy |  |
| 5) S. Sowmya |  |
| 6) B.V. Thiraveni |  |
| 7) T.N. Divyashree |  |
| 8) Puneetha. S. |  |
| 9) Darshan .D. |  |
| 10) Vinodha. K.V. |  |



Head of the Department of Chemistry
Sree Siddaganga College of Arts, Science &
Commerce for Women, Tumkur

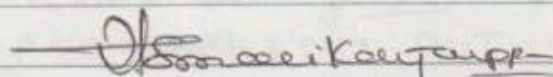
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V Meeting

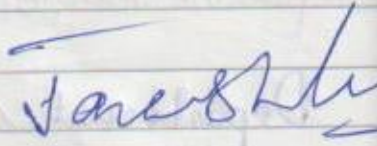
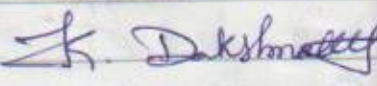
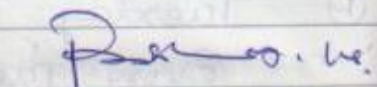
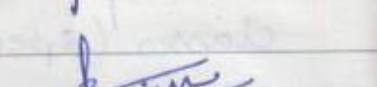
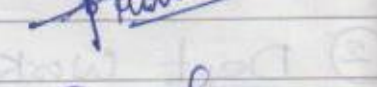
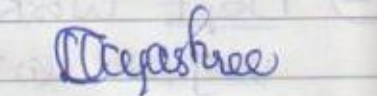
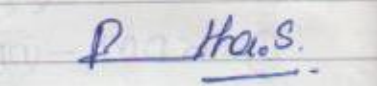
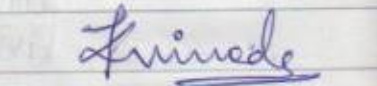
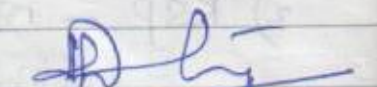
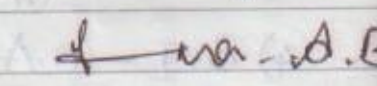
DATE: 14-2-2019

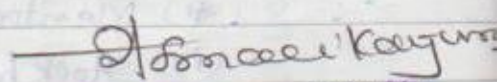
Department meeting is held on 14-2-19
Thursday at 12 Noon. Physical Laboratory

- ① Discussed about Coverage of Syllabus
- ② preparation of solutions & maintenance of laboratory.
- ③ Assignments are given to Students & valued returned the books intine
- ④ In the month of march 18th - 25th to Conduct practical tests for all classes & Enter the marks in the Ledger
- ⑤ NAAC ^{file} + work preparation is done within march End.



Head of the Department of Chemistry
Sree Siddaganga College of Science & Technology

Name	Signature
1) H. S. M. alwarthunappa	
2) Jayashankar	
3) K. Dakshinamurthy	
4) K. S. prabhuswamy	
5) B. V. Tiriveni	
6) T. N. Divyashree	
7) S. puneetha	
8) K. Vinoda	
9) D. Darshan	
10) A. B. Sushma.	


 Head of the Department of Chemistry
 Sree Siddaganga College of Arts, Science &
 Commerce, Srirangapatna, Tumkur

Sl No	Name	Signature
1.	JAYASHANKAR H.O.D	Vasanth
2.	Dakshinamurthy. K	K. Dakshinamurthy
3.	Prabhakar. K	Prabhakar. K.
4.	Divyashree. T.N	Divyashree
5.	Puneetha S	Puneetha S.
6.	Darshan D	Darshan D.
7.	Vinoda. K.	Vinoda

II meeting 31/08/2020

All Faculty members are here by informed to attend Department meeting on 31/08/2020.

H.O.D of Chemistry
Vasanth
Head of the Department of Chemistry
Sree Siddaganga College of Arts, Science & Commerce for Women, Tumkur

- 1) KDM - K. Dakshinamurthy
- 2) TBN - if?
- 3) KSP -

proceedings of the meeting:
conduct online classes to III B.sc / II B.sc Students.
With respect to the above subject Teachers ~~work~~ distributed to take up online classes, commence from 01/09/2020.

1) JAYASHANKAR
2) Dakshinamurthy. K
Vasanth
K. Dakshinamurthy

I Meeting.

Department meeting was held on 29-07-2020, Wednesday at 11.am.

Proceedings of the meeting

- 1) Conducting practical examination for III BSc students as per UGC guidelines (Corona SOP)
- 2) Conducting classes (online/offline) for final year students
- 3) National level webinar to be organised in the month of August
- 4) National level e-Quiz-2020 to be organised in the month of July.

Allocation of teachers & Laboratory incharge with prepar solutions, arrangement of apparatus etc.

- 1) Biochemistry Lab/Experiments - KDM
- 2) Inorganic Chemistry Lab/Experiments - K.S.P
- 3) Arrangement of Resource persons to conduct Webinar programme - J.S. H.O.D

✓ J.S. H.O.D
JAYASHANKAR Associate Professor & Head.

MEETING - 08.

PAGE: / /

DATE: / /

09/02/21.

All the Staff members are here by informed to attend the Dept. meeting on 09/02/21. Tuesday at 3:30 PM.

Discussion

- 1) Completion of Syllabus
- 2) III B.Sc practical Exam and conduct Test (practical)
- 3) Allotment of Internal marks (III B.Sc)
- 4) Preparation of Solutions

Vijayashree 09/2/21

Head of the Department of Chemistry
Sree Siddaganga College of Arts, Science & Commerce for Women, Tumkur

MEETING - 08

For IV Sem Student's practical test conducted on 15-02-2021

T.U. V Sem practical exam on 22-02-21
Theory syllabus is almost completed.
Preparation of Solutions for practical Exam allotted.

Internal marks allotted based on assignments.

PCM - ND + MY + SOT. (Phy + org).

CB2 - RV + ABS

C201/ST. TND + SP.

Signature

1. ~~Dr. T. B. Nijalingappa~~

2. K. Vinoda

3. Divyashree TN.

4. K. Anitha S

Divyashree
Deepa
P. Ho. S

Date- 03/01/2022

Meeting

All faculty members are here by informed to attend department meeting on 03/01/2022 at 3:45 pm.

Tayasha

Head of the Department of Chemistry
Sree Siddaganga College of Arts, Science &
Commerce for Women, Tumkur

- 1) TBN
- 2) KSP
- 3) TND
- 4) SP
- 5) ABS
- 6) KV
- 7) TN
- 8) GMS
- 9) SGS

if

Head of the
Department

H.O.S.

va. AB

Quined

2022-1

Sushma

proceedings of the meetings

- 1) completion of syllabus
- 2) question paper setting for internal
- 3) preparation of solutions.

Internals paper setting

I Sem - Paper 6 - Sushma + Gayathri.
- Paper 5 - KSP

II Sem - Papers 3 - TND + SP.

MEETINGS

4/5/23

proceedings:

Meeting held on 4/5/23 Thursday
 11.30 am

- 1) The existing workload of the dept is distributed among the existing staff members
- 2) Timetable for the even semester II, IV (NEP) and VI SEM (CBCS) is formed.
- 3) Lab preparation (solutions) work is allotted as follows
 PAPER - VII Inorganic → TBN+SP
 VIII Bio-chemistry → KSP
 IV SEM → Manual prep → KSP, 8 hrs TBN+SP
 II SEM → KSP+TN
- 4) To conduct a visit to Understudy
- 5) To conduct Quiz → KSP+TN+SP+TBN+JS
- 6) preparation of Laboratory Manual (IV SEM) KSP
- 7) To discuss about distribution of assignment in different classes

Janus Ramesh
 HOD of Chemistry
 Head of the Department of Chemistry
 Sree Siddaganga College of Arts, Science &
 Commerce for Women, Tumkur

Signature of Staff

- | | | |
|----|-----|--------|
| 14 | TBN | |
| 24 | KSP | Ramesh |
| 37 | SP | HOS. |
| 47 | TN | all |