

4/08/23

## Departmental meeting

Physics Departmental meeting was held on 4-08-23 under the chairmanship of principal at 3:00 pm. The following points were discussed in this meeting

- Conducted Base line test for first year students
- preparation of semester plan for odd semesters
- Action plan for PG coaching
- steps to be taken for slow learners

Principal  
T.T.W.R. Degree College (Women)  
UTNOOR-504 311  
Dist. Adilabad-T.S.

Department of Physics  
T.T.W.R.D.C.(W), Unoor  
Adilabad

Principal  
T.T.W.R. Degree College (Women)  
UTNOOR-504 311  
Dist. Adilabad-T.S.

1/09/23

### Departmental meeting

Physics Departmental meeting was held on 01/09/23 under the supervision of principal mam. The following resolutions were taken by this meeting

- Status of syllabus
- steps to be taken for slow learners
- progress of PG-coaching
- Discuss about the performance of first year students
- Discuss about the Teacher's day celebrations

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 Head of Physics  
 T.T.W.R. Degree College (W), Uttnoor  
 Adilabad

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 Principal  
 T.T.W.R. Degree College (Women)  
 UTNOOR-504 311  
 Dist- Adilabad-T.S.

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 UTNOOR-504 311  
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## Departmental meeting

Minutes of meeting with Academic Audit Team

As per the instructions from Head Office we have approached the mapped college GDC Utroor for conducting an academic audit for which they have complied and have visited our institution on 26-09-23.

The team of 4 consisting

Mucha swamy - Principal

Ravi Kiran - Vice principal / ITRC coordinator

Ch. Rajashekar - Faculty in commerce

Z. Shankar -

have visited the institution and have verified the documents and registers and suggested as the following for the SSE to be prepared by the institution for appearing for NAAC.

- Suggested us to upload the documentation in the college website rather than in the criterion mails.

- To upload the website continuously of the changes being made in the institution.

- Graphical representation of the data like admission, outcomes, results.

- Flexis to be made for all the departments with the specialities of extensions lectures and the special things being done in the name of department.

- To maintain all the PG and employment allotment orders with the concern departments.

- To publish more number of research papers from both students and faculty.

To  
Department of  
T.T.W.R.D.C. (M)  
Adilabad

Principal  
T.T.W.R. Degree College  
UTNOOR-501101  
Dist. Adilabad

14/11/2023

## Departmental meeting

Physics departmental meeting was held on 14/11/2023 under the supervision of principal maam. The following resolutions were taken by this meeting.

- status of PG coaching syllabus
- Discuss about the IIT JAM and PG entrance books
- status of syllabus
- Discuss about the PG-weekend exam marks
- Discuss about the subject activities
- steps to be taken for advanced learners and slow learners.

Department of Physics  
T.T.W.R. Degree College (Women)  
Adilabad

Principal  
T.T.W.R. Degree College (Women)  
UTNOOR-504 311  
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08/12/2023

## Departmental meeting

Physics Departmental meeting was held on 08/12/2023 under the supervision of principal. The following resolutions were taken by this meeting.

- Conduct of internal examinations
- Progress of PG-coaching
- Coverage of syllabus
- Discuss about the student assignments
- coverage of practical syllabus
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Principal  
T.T.W.R. Degree College (Women)  
UTNOOR-504 311  
Dist. Adilabad-T.S.

Principal  
T.T.W.R. Degree College (Women)  
UTNOOR-504 311  
Dist. Adilabad-T.S.

Departmental meeting

23/03/2024

Physics departmental meeting was conducted on 23/03/2024 under the supervision of principal madam to discussed the following points.

- Discussed about the coverage of syllabus.
- Discussed about the status of practicals syllabus
- methods for finding slow and fast learners were discussed and action plan for slow learners were discussed.
- Discussed about the teaching plans for theory and practical for sem II, IV, and VI.
- Discussed about the learning levels of students.
- Discussed about the adoptee system and madam asked whether the adoptee system was is students following or not.
- Discussed about the attendance status of the students and madam instructed to call make call to the absenties.
- Discussed about the status of PG- coaching.
- Discussed about the health conditions of the students.
- Discussed about the NAAC and madam instructed to make the students to known about the NAAC.

- Discussed about the online applications of CUET-PG and how many number of students applied for CUET-PG.
- Discussed about the Reference books which are related to physics.
- principal madam directed to include power point presentations in teaching process in order to make teaching learning more effectively.
- Discussed about the internal assessment activities of the students and schedule for sem II, IV & VI.
- Discussed about the Kalpana programme for the second year students.

**Shreshth**  
Department of Physics  
TTWRDC(W)-UTNOOR (639)  
Dist. Adilabad

**Principal**  
T.W.R. Degree College (Women)  
UTNOOR-504 311  
Dist. Adilabad-T.S.

Departmental meeting

24/04/2024

physics departmental meeting was conducted on 24/04/2024 and the following points were discussed under the supervision of principal madam.

→ Discussed about the coverage of practical and theory syllabus.

→ Discussed about result analysis.

→ Discussed about the internal examinations and discussed about upcoming external examinations.

→ Discussed about the subject activities and steps to be taken for advanced and slow learner students.

→ Discussed about the performance of the first year students.

→ Discussed about the extension activities.

→ Discussed about the apparatus requirements of the physics department.

→ Collection of previous year question papers.

→ Discussed about the methods to be followed for Remedial classes.

→ Discussed about the student performance in academics.

→ Discussed about the student participation in seminars, group discussions and discussed about the field trips which are related to physics.



- Discussed about the different aspects about conducting certificate course.
- Discussed about the study-tours and guest lecture for sem VI students.
- principal madam directed to conduct pre-final examination for sem II, IV and VI.
- Discussed about the preparation of students for PG entrance exams.
- Discussed about the students utilization of library.
- Discussed about the usage of ICT Tools for teaching learning process.

*Shreshth*  
Department of Physics  
TTWRDC(W)UTNOOR(639)  
Dist. Adilabad

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Principal  
T.T.W.R. Degree College (Women)  
UTNOOR-504 311  
Dist. Adilabad-T.S.

Departmental meeting

25/06/2024

physics departmental meeting was conducted on 25/06/2024 and the following points were discussed under the supervision of principal madam.

- Discussed about the teaching plans for theory and practical for sem I, III and IV.
- Discussed about the attendance status of the students.
- collection of previous year question papers.
- Discussed about the extension lecturers activities.
- ⇒ Discussed about the conducting certificate courses for students.
- Discussed about the requirements of physics reference books for students.
- Discussed the internal assessment of the students for sem I, III and IV.
- Action plan for remedial classes for slow learners.
- planning for conducting PGI-coaching for first, second and third year students.
- Madam instructed to make call for absentees to report college immediately.
- Discussed about the methods following for teaching learning process which can enhance the knowledge of students.

- principal madam directed to make the students to participate in seminars and group discussion which can improve their knowledge.
- madam suggested some new methods should be take to improve their knowledge and to create enthusiasm in physics subject.
- preparation of physics models.
- preparation of charts which are related to physics subject.

**Dr. Sushil**  
**Department of Physics**  
**TTWRDC (W) - UTNOOR (639)**  
**Dist. Adilabad**

**Principal**  
**T.T.W.R. Degree College (Women)**  
**UTNOOR-504311**  
**Dist. Adilabad-T.S.**

## Departmental meeting 23/07/2024

Physics departmental meeting was conducted on 23/07/2024. The following points were discussed under the supervision of principal madam.

- Discussed about the running of classes.
- Discussed about the students attendance status.
- Utilization of labs for practical.
- Coverage of practical and theory syllabus.
- Discussed about the status of PG-coaching.
- Discussed about the result analysis of final year students.
- Discussed about the performance in of the students in academics.
- Discussed about backlog students in physics and steps taken to clear their backlogs.
- Principal madam instructed to make sure to utilize the library for students to improve their knowledge.
- Status of student seminars, Group discussions and their performance in subject activities.
- Discussed about the health condition of students.
- Discussed about the conducting of study tours.

- Principal madam directed to conduct slip test for students regularly.
- Discussed about students those who are interested to take physics subject for their higher education.
- Discussed about the results of mpc-IV yr students.
- Discussed about the no. of students interested to write physics subject in CPGET entrance exam.
- Discussed about first year students admissions in physical science department.

*Shree*  
 Department of Physics  
 TTVRDC(W)-UTNOOR (639)  
 Dist. Adilabad

*Principal*  
 T.T.W.R. Degree College (Women)  
 UTNOOR-504 311  
 Dist. Adilabad-T.S.

## Departmental meeting 28/08/2024

physics departmental meeting was conducted on 28/08/2024 under the supervision of principal madam.

→ The following points are discussed.

→ Discussed about the coverage of syllabus both practical and theory.

→ Discussed about the no. of students Admissions in physical science department.

→ Discussed about first year students performance and their health conditions.

→ Discussed about the conducting Bridge Course to the first year students.

→ Discussed about the Reference books which are related to the physics subject.

→ madam instructed to involve the first year students in seminars, quiz, group discussion which are helps to improve their subject knowledge as well as they can enthusiasm to learn subject.

→ steps to be taken for slow learners.

→ Discussed about the project work assignment given to the students which can helps to improve their research writings, and good handwriting etc.

- Discussed about the conducting extension activities.
- Discussed about the results of II- sem and IV- sem.
- steps to be taken for backlog students
- Discussed about the no. of students get rank in CPGET entrance exam.
- principal ma'am instructed to include PPT in teaching process in order to make teaching learning more effectively.
- Collections of previous year question papers.
- Discussed about coverage of Non-core subject "Fundamentals of Nanotechnology"
- Status of conducting seminars, remedial classes, quiz activities, and PPT-coaching.
- Discussed about the attendance status of students.

Shahid  
Department of Physics  
TTWRDC(W)-UTNOOR(639)  
Dist Adilabad

Principal  
T.T.W.R. Degree College (Women)  
UTNOOR-504 311  
Dist. Adilabad-T.S.