

Department of Commerce

2017-18

Meeting-1

DT-20-6-2017

The Department of Commerce faculty members met in the Commerce department after resuming and joining the faculty members on 20-6-2017 to discuss the department activities and syllabus allotment.

1. Discuss the syllabus allotment among the faculty members.
2. Discuss about the course load of the department for the year 2017-18.
3. Discuss about the conduct of Seminars and workshops.

Allotment of workload: (I, II & Semesters)

1. Sri SK. Nagar Sahab.

Lee. in Commerce (Regular/HOD)

1. III B.Com - Goods and services Tax fundamentals (6 hours)

2. II B.Com - Business Statistics (6 hours)

3. I B.Com - Financial Accounting-I (6 hours)

2. Smt. M. Lakshmi prajanna

Lee. in Commerce (Regular)

1. III B.Com - Cost Accounting (6 hours)

2. II B.Com - Corporate Accounting (6 hours)

3. I B.Com - Business Organization (6 hours)

3. Sri M. Premamonda Babar (Guest)

Guest Lee. in Commerce

1. III B.Com - Advanced Accounting (6 hours)

2. III B.Com - Business Leadership (2 hours)

Signature of the faculty members

1. M. Lakshmi prajanna

S. Nagar Sahab
Lee. in Commerce
Department of Commerce
COLLEGE FOR WOMEN



81-10-5

28.7.2017

Meeting - 2.

The Department of Commerce members & the faculty are met in Commerce department on 28.7.2017 Room No: 59 to discuss the following agenda points:

1. Discuss the awareness programmes on Consumer Club activities.
2. Discuss about the SEBI programme on financial planning of the Students by B. Raghav Reddy.
3. Discuss about the Commencement of 1st-year classes in 1st Semester.

Signature of the faculty

1. H. Lakshmi Rao
2. M. Prasanna

S. Subash

Lecturer-in-Charge

Department of Commerce
D.K. GOVT COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 3

27-10-2017

The Commerce department faculty members are met in the Commerce department in Room No: 59 on 27-10-2017 to discuss the various agenda points:

1. Discuss about the Guest Lecture by M. Pichaiiah on Index Numbers Subject of Business Statistics.
2. Discuss about the Guest Lecture on GST Fundamentals to final year Students by T. Balayya, IAS Lecturer.
3. Discuss about the Conduct of class Seminars.
4. Discuss about the Conduct of "Poly Certificate Course" demo class in the Commerce department.

Signature of the faculty

1. H. Lakshmi Rao
2. M. Prasanna

S. Subash

Lecturer-in-Charge

Meeting - 4

01-3-11-2017

The faculty members of the Commerce department are met in the Commerce department in room no: 59 to discuss the various agenda points related to the Commerce dept. on 3-11-2017.

1. Discuss about the Seminars and field trips in the 1st Semester.
2. Discuss the Completion of the Syllabus of the I, II, & Sem.
3. Discuss about the internals of the Students.

Signature of the faculty

1. H. Lakshmin

2. M. Rao

S. Subash

Lecturer-in-Charge

Department of Commerce

D.K. GOVT. COLLEGE FOR WOMEN

NELLORE - 524 003.

Meeting - 8

01-13-11-2017.

The department of Commerce faculty members met in the Commerce department in room no: 59 to discuss the following important departmental activities on 13.11.2017 at 4.00 p.m.

1. Discuss about the Completion of the Syllabus of the different Subjects and revision.
2. Discuss about the end exams of the B.Com Students.
3. Discuss the class Seminars and Assignments of all Subjects.

Signature of the faculty.

1. H. Lakshmin

S. Subash

Lecturer-in-Charge

Department of Commerce



Meeting - 6

Dr. 22.11.2017

The Department of Commerce faculty members met in the Commerce department room no. 57 on 22.11.2017 to discuss the agenda points about the Commencement of the U, B, & Commerce Syllabus and departmental activities.

1. To discuss about the allotment of the Syllabus among the faculty members.
2. To discuss about the plan & action in this Semester.

Allotment of Subjects (Syllabus) (U, B, & Commerce)

1. Sri Dr. Nagar Sahib.

Lect. in Charge of Commerce (Regular)

1. B. Com - Financial Accounting - I (6 hours) S. Sahib
2. B. Com - Entrepreneurship Education - (2+2+2) (6 hours)
2. B. Com - Commercial Geography / Advanced Post-Accounting (6 hours)

2. Smt. M. Laxshmi Prasad

Lect. in Commerce (Regular)

1. B. Com - Business Environment - (6 hours) T. Laksh
2. B. Com - Accounting for Service Organization (6 hours)
3. B. Com - Management Accounting - (6 hours)

3. Sri. M. Prasad Babu

Guest Lect. in Commerce (Guest)

1. B. Com - Business Law - (6 hours)
2. B. Com - Auditing - (6 hours)
3. B. Com - Event Management - 2 hours H. P. D.

Signature of the Faculty

1. V. Lakshmi Prasad

2. M. P. D.

S. Sahib

Lecturer in Commerce

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



Meeting - 7.

01-16.12.2017

The Commerce department faculty members are met in the Commerce department in room no. 59 on 16.12.2017 at 4.00 PM to discuss the following agenda points.

1. Discuss the Conduct & awareness programme on EBI on 16/12/17 by Ch. Hanumanthayya.
2. To discuss the Conduct & Consumer club competition related to 24th Dec 2017 Celebrations.
3. Discuss about the Day Seminars and Fests.

Signature of faculty members.

1. H. Lakshmi Narayana

2. H. Rao

S. Sahab

Lecturer-in-Charge

Department of Commerce
D.K. GOVT COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 8.

01-22.12.17

The Department of Commerce faculty members are met in the Commerce department in room no. 59 on 22.12.2017 at 4.00 PM to discuss the following agenda items.

1. To Conduct the awareness programme related to National Consumers Day Celebration on 24th Dec 2017.
2. To Conduct an awareness programme on CCA Course.
3. To discuss about the Seminars, Workshops and Field Trip.

Signature of the faculty members

1. H. Lakshmi Narayana

2. H. Rao

S. Sahab

Lecturer-in-Charge

Department of Commerce



Meeting - 9

01-04-2018

The Department of Commerce Faculty members are met in the Commerce Department in Room no. 59 on 01.04.2018 at 4.00 PM to discuss the following:

1. Discuss the awareness programme on CA course & career guidance.
2. Discuss about the Student Seminars and Quiz.
3. Discuss about the Internal Assessment to be given.

Signature of the Faculty members

1. H. Lakshmi Prasad

2. H. Rao

S. Sathish

Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 002

Meeting - 10

06-2-2-18

The Department of Commerce Faculty members are met in the Department in room no. 59 on 06-2-18 at 4.00 PM to discuss the agenda items.

1. Discuss about the Conduct of the 800 marks Seminar by K. Ramesh Kumar. The Lecturer in Charge.
2. Discuss about the Field Trip to the Students.
3. Discuss about the Project and Group Discussion.
4. Discuss about the Completion of Syllabus.

Signature of the Faculty members

1. H. Lakshmi Prasad

2. H. Rao

S. Sathish

Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN



Meeting - 11

01-19-3-2018.

The Department of Commerce faculty members are met in the department of Commerce in room no. 59 on 19-3-2018 at 4.00 PM to discuss the following items.

1. To discuss the tour of the final year B.Com students.
2. To discuss the end exams of this term and university exams.
3. Discuss the completion of 1st, Syllabus and Teaching notes and Diary Completion Certificate.

Signature of the faculty

1. H. Lakshmi

2. M. Pooja

S. Sub

Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 12

01-25-3-2018.

The Department of Commerce faculty members in the Commerce department in room no. 59 on 24-3-2018 at 4.00 PM to discuss the following items.

1. Discuss the local field trip on event Management Subject on 25-3-2018 at Remexa Grand Hotel.
2. Discuss about the assignments, Seminars and project work, etc.
3. To discuss the Syllabus Completion of B.Com students.

Signature of the faculty members

1. H. Lakshmi

2. M. Pooja

S. Sub

Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



Meeting - 13.

13-4-2018

The department & Commerce faculty members are met in the Commerce department Room No. 59 on 13.4.2018 at 4.00 PM to discuss following items.

1. Discuss about the Conduct of BOS meeting on 18.4.2018.
2. Discuss about the introducing the General B.Com (Regular medium) course for the academic year 2018-2019.
3. To discuss about the Certificate Course & to continue in the coming academic year 2018-2019 also.

Signature of the faculty members.

1. H. Lakshminarayanan

2. M. Prasad

S. Sathya
13/4/18

Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.

2018-2019.

Department of Commerce. 2018-2019.

Meeting - 1.

5-6-2018.

The Department of Commerce faculty members met in the Commerce department after resuming and joining the faculty members on 5-6-2018 to discuss the department activities and allotments of Syllabus.

1. Discuss the Syllabus allotment among the faculty members.
2. Discuss about the workload of the department for the year 2018-19.
3. Discuss about the Conduct of Seminars and workshops.

Resolution: Resolved to allot the papers to the faculty members as detailed allotments - to be coordinated (I, II, IV Semester) follow

1. Sri S. Nagaraj

Lee. in Commerce (Regular HOD)

1. III B. Com (Goods & Service Tax Fundamentals) 6 hours

2. II B. Com (Business Statistics) 6 hours

3. I B. Com (Fundamentals of Accounting) 6 hours

4. III B. Com Business Leadership - 2 18+2=20

2. Smt. M. Lakshmi Narayanan

Lee. in Commerce (Regular)

1. III B. Com (Cost Accounting) 6 hours

2. II B. Com (Corporate Accounting) 6 hours

3. I B. Com (Business Organisation) 6 hours

II B. Com (P.E.-2) Human Values - 2 18+2=20

3. Sri. M. Premamanda Babu

Lee. in Commerce (Guest-faculty)

1. III Advanced Accounting 6 hours

2. I Business Economics (Reg) 6 hours

3. II Business Communication 6 hours



The faculty members of Commerce Dept Under headed ship of Mr. Anurag Shukla, incharge of the Commerce Department on 18-6-2018 and discussed the agenda items.

(1) Department activities during this academic year 2018-19.

(2) Conduct of Workshops and awareness programs on financial matters and academic matters.

(3) Other relevant topics to be discussed.

Resolution

(1) It is resolved to conduct Bridge course to non-commerce students for I Bcom Program from 26-06-18 to 30-6-18.

(2) It is resolved to list out the students who were failure in the previous year and to conduct Remedial Coaching for instant batch.

(3) Resolved to prepare annual calendar plans for the year 2018-19.

(4) To implementation of PWP Lesson Plans and curricular activities.

(5) Preparation of departmental activities during this year.

(6) Results analysis for I, II and VI sems.

(7) Identifying Slow learners in I, II and VI sem students on the basis of sample test and Examination results.

21-8-21

(8) To conduct DRC seminar on the topic
of Prospects for Commercial Education

in the wake of Globalization in the
month of August 2018.

(9) To conduct consumer awareness program
in view of Consumer Protection day Dec 24.

(10) To conduct different awareness programmes
on financial literacy and L.C. Aikhen
and then feasibility.

Signature of faculty members

(1) Signature of
Principal

(2) M. Arumugam
Sec. to Commerce.

Signature of Students

1. K. Chaitrali
2. B. Vinodini

Lecturer in Commerce
Department of Commerce
D.K. GOVT COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 2

DT: 23.6.18

The Department of Commerce faculty members under the chairmanship of Sri R. Nagar Sahib in-charge of Commerce Department met in the Commerce Department on 23-6-2018 and discuss the agenda items.

Agenda:

1. Departmental activities in this academic year 2018.
2. Conduct of Bridge courses.
3. Conduct of Remedial coaching classes.

Resolution:

1. Discussed and Resolved the departmental activities.
2. Discussed and Resolved the Conduct of Bridge courses.
3. Discussed and Resolved the Conduct of Remedial classes.

Signature of faculty members

1. H. Lakshmi Narana
2. M. Premadasa

S. Sahib
Lecturer-in-Charge

Department of Commerce
D.K. GOVT COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 3

DT: 7-7-2018

The department of Commerce faculty members are met in the Commerce Department in Room No. 59 on 7-7-2018 and discuss the agenda points.

Agenda:

1. To prepare Annual Curriculum plan - 2018-19.
2. To implementation of pop lesson plan.
3. To interaction Session on e-apt by (Bee) institution.

Resolution: To discussed and Resolved to preparation of Annual Curriculum plans.

2. To discussed and Resolved to implement & pop lesson.
3. To discussed and Resolved to conduct & e-apt interaction

Signature of faculty

S. Sahib
Lecturer-in-Charge

Department of Commerce



Meeting - 4

01-08-2018

The faculty members of Commerce Department under the Chairmanship of Sri J. Nagar Cabal lecturer in charge of Commerce Department met in Commerce Departmental on 01-8-2018 and discussed the following agenda points.

- Agenda:
1. Discuss about the result analysis.
 2. Identification of slow learner.
 3. To conduct a DRC Seminar for the year 2018.

- Resolution:
1. Discussed and resolved the result analysis.
 2. Discussed and resolved to identify the poor students (slow learner) to guide the.
 3. Discussed and resolved to conduct a Commerce Seminar.

Signature of Faculty

1. H. Lakshmi

2. H. Prasad

S. Subash
Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 5

01-10-2018

The Department of Commerce faculty members under the Chairmanship of the Commerce Department met in the Commerce Departmental on 01-10-2018 and discussed the following agenda points.

- Agenda:
1. Discuss about the Guest Lecture.
 2. Discuss about the Class Seminars.
 3. Discuss about the completion of Syllabus.

- Resolution:
1. To discuss and resolved the Guest Lecture.
 2. To discuss and resolved the Class Seminars.
 3. To discuss and resolved the Syllabus completion.

Signature of Faculty

1. H. Lakshmi

2. H. Prasad

S. Subash
Lecturer-in-Charge

Department of Commerce

The following faculty members of Commerce Department under the chairmanship of Sri Sr. Megur Sobeh in-charge of Commerce department met in the Commerce Department on 22-10-2018 and discuss the following agenda points.

Agenda :

1. To discuss the class Seminar of B.Com students
2. To discuss the Completion of Syllabus.
3. To discuss the Revision of the Subjects.

Resolution :

1. To discuss and Resolved the Seminar Programmes
2. To discuss and Resolved the Completion of Syllabus.
3. To discuss and Resolved the Revision of the Subjects.

Signatures of faculty

1. H. Laxmi

2. H. Prasad


22/10/18
Lecturer-in-Charge
Department of Commerce
D.K. GOVT COLLEGE FOR WOMEN
NELLORE - 524 003.

Department of Commerce

Meeting - 7

dt 14.11.2018.

The department of Commerce faculty members met in the Commerce Department after completion of the Semester end Exams (I, II, IV) on 14.11.2018 to discuss the following department agenda points. The allotment of Syllabus of II, IV and VI Semester.

Agenda: 1. Discuss about the completion of the II, IV and VI Semester for the year 2018-19.

2. Discuss about the Syllabus allotment among the faculty members.

3. Discuss about the Conduct of Seminars and Workshops.

Resolution: Resolved to allotment of Syllabus to faculty members as detailed below.

Allotment of Courses (I, IV and VI Semester)

1. Sri. Dr. Nagar Sahab Lect. in Commerce (Regular)

1. Ist B. Com Fundamentals & Accounting - 6 hours

2. 2nd B. Com Entrepreneurship Education - 8 hours

3. IIIrd B. Com Advanced Cost Accounting - 6 hours

2. Smt. M. Lalshmi Prasad Lect. in Commerce (Regular)

1. Ist B. Com Business Environment - 6 hours

2. 2nd B. Com Accounting for Service Organization - 6 hours

3. IIIrd B. Com, Management Accounting - 6 hours

4. IVth B. Com, Event Management - 2

3. Sri. M. Premamunda Babu Lect. in Commerce (Guest)

1. Ist B. Com, Business Economics - 6 hours

2. 2nd B. Com Business Law - 6 hours

3. IIIrd Auditing - 6 hours

4. IV B. Com Business Leadership (EM) - 2 hours

1. H. Lalshmi Prasad

2. M. Premamunda

Lecturer in Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN

Meeting - 8

18-12-18

The following faculty members of Commerce Department under the Chairmanship of Sri G. Nagu Sahel in-charge of Commerce Department - made in Commerce Department - on 18-12-2018 and discussed the following agenda points.

Agenda:

1. To Conduct Consumer Club Competitions.
2. To Conduct Consumer Club awareness programmes on Consumer protection act.

Discussion:

1. The members of the Consumer Club discussed about the Conduct of essay writing and elocution competitions on the occasion of National Consumer Day celebrations on 24 Dec. 2018.

2. Club members discussed about the Conduct of awareness programmes on Consumer protection act by the forum members.

Resolution:

1. The members of the Club resolved the Conduct of Competitions.

2. The members of the Club discussed and resolved the Conduct of awareness programmes.

Signature of the faculty

1. H. Lakshmi Rao

2. M. P. Prasad


18-12-18
Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE-524 003.



Meeting - 9

11-30-01-2019

The members of the Commerce Department faculty under the Chairmanship of Sri. S. C. Nagar Sahel in-charge of Commerce Department met in the Commerce Department on 30-01-2019 at 4-00 PM to discuss the following agenda points.

Agenda :

1. To Conduct the Career guidance awareness programme to the Students (Commerce)
2. To Conduct the financial awareness programme by the Motivate speaker.

Discussion :

1. The faculty members discussed Conduct & Career guidance programme.
2. Discussed the financial awareness programme by SEBI persons.

Resolution :

1. The members of the faculty resolved the conduct & career guidance programme to the B.Com Students.
2. The faculty members discussed and resolved the Conduct & financial awareness programme to the Students.

Signature of the faculty

1. H. Lakshmi

2. H. Deepa

S. Sahel
Lecturer in Charge

Department of Commerce
D.K. GOVT COLLEGE FOR WOMEN
NELLORE - 524 003.



Meeting - 10

01-02-2021

The following faculty members of Commerce Department, under the Chairmanship of Sri. S. Nagar Sahel in-charge of Commerce Department met in the Commerce Department on 01-02-2021 at 4.00 PM to discuss the following agenda points.

Agenda :

1. Result analysis (Autonomous and ex-ama)
2. Completion of Syllabus.

Discussion :

1. The faculty members discuss the result. In 1st & 2nd Semesters to improve the low percentage of result in the 1st B.Com CA (Gen) Students.
2. The Commerce faculty members discuss the completion of the syllabus up to this month 2021. Syllabus was completed upto date.

Resolutions :

1. The members of the Commerce faculty discuss and resolved the improvement of the result.
2. The faculty members discussed and resolved to completion of the syllabus with in the stipulated time of all Semesters.

To Consider the remedial classes to the slow learners
Signature of the Faculty

1. H. Laxminarayana

2. V. Prasad

S. Sahel
Lecturer-in-Charge



Meeting - II

01.09.2019.

The following faculty members of Commerce Department under the chairmanship of Sri Thir. Nagar Sahib in Charge of Commerce Department met in the Commerce Department on 01.09.2019 at 4.00 PM to discuss the following agenda points.

Agenda:

1. Conduct of BOS meeting.

2. Framing of Syllabus.

3. Fixing of Internal & External Marks for I & II years and III year B.Com & Gen

Discussion: and Certificate Course.

1. The faculty members discuss the BOS meeting.

2. The members of the Commerce Dept. discuss about the framing of Syllabus for the year 2019-2020.

3. Commerce faculty discuss the fixation of Internal & External marks for I, II & III year students and Certificate Course.

Resolutions:

1. It is resolved that Commerce faculty to conduct BOS Meeting on 26-3-2019.

2. It is resolved the Commerce faculty to frame Syllabus for I Sem to VI the Sem.

3. Faculty members resolved to fixing of Internal and external marks for I, II & III B.Com students and resolved to introduce Certificate course.

Signature of the faculty members:

1. H. Lakshminarayanan.

2. M.D. ...

S. Sahib
Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting 1

22/7/19

The following faculty members of Commerce have met on 22/7/19 at 12 noon and discussed the following agenda items.

Agenda

- (1) Distribution and allotment of subjects for 1st sem
- (2) Completion of syllabus.
- (3) Conduct of Departmental activities
- (4) Other relative topics

Discussion

- * Discussed about the allotment of subjects to the faculty members
- * Discussed about the syllabus
- * Discussed about the arrangement SEBI awareness programme on 26/7/19

Resolution:

- (1) The subjects of Bcom Group I allotted as detailed below

- | | | |
|--|---|-----------------------------------|
| (a) M. Lakshmi Prasanna
In-charge of Commerce | { | I Bcom - Fundamentals of Commerce |
| | | II Bcom - Business Statistics |
| | | III Bcom - GST theory |
| (b) K. Bhagya Lakshmi
Contract & Inc. in Commerce | { | I Bcom - Business Organisation |
| | | II Bcom - Banking theory (G) |
| | | III Bcom - Cost accounting (G) |
| | | IV Bcom - Business Leadership |
| (c) M. Premamunda Baba
Guest faculty | { | I Bcom - Business Economics (G) |
| | | II Bcom - Corporate account |
| | | III Bcom - Advance account |

- (2) Discussed about 30% of syllabus completed

- (3) on 26/7/19, SEBI resource person will be attended for awareness programme & financial system

(1) K. Bhagyal

(2) P. Premamunda

Head of Department
Department of Commerce
D.K. G. College
Commerce



The following staff members of Commerce Dept have met in the dept to discuss about the following agenda

- (1) Completion of syllabus
- (2) conduct of test
- (3) Conduct of departmental activity
- (4) other relative topics

Discussion

- (1) Discussed about the completion of syllabus
- (2) Discussed about Evaluation process
- (3) Conduct of awareness programme on SEB
- (4) Action taken against slow learners.

Resolution

- (1) The syllabus ^{will be} completed upto 30% at the end of August
- (2) Evaluation and grouping of slow and moderate learners and measures will be taken
- (3) Awareness programme on SEB will be conducted

1. H. Lakshmi Prasad - H. Lakshmi
2. K. Bhagyalakshmi - K. Bhagyalakshmi
3. M. Premamurthy Babu - M. Premamurthy

H. Lakshmi Prasad
In Charge

Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 3

05-9-2019

The following staff members of Commerce Department have conducted meeting in the department at 4.00 pm to discuss about the following agenda.

1. Completion of Syllabus
2. Conduction of Guest Lecture
3. Conduction of Academic Activities
4. Other Activities.

Discussion

1. Discussed about the completion of syllabus
2. Discussed about Evaluation process
3. Guest Lecture by Arrangements.
4. Action taken against slow learners.

Resolution

1. The Syllabus will be completed up to 80% at the end of the September.
2. Guest Lecture Conducted.
3. grouping of Slow learners and take special classes to them in 4.00 pm to 5.00 pm.

1. M. Laxmi, prasanna — M. Lakshmi
2. K. Bhagyalakshmi — KBI
3. M. Premarand Babu — M. P. (Signature)

M. Lakshmi
Lecturer
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 002



05.10.2019

The following staff members of Commerce dept. have met in the dept to discuss about the following agenda.

Agenda

1. Completion of Syllabus
2. Conduction of Slip Test, Assignment etc.
3. Other Departmental Academic Activities.

Discussion

1. Discuss about the completion of Syllabus.
2. To discuss about written Assignment, And cond of Slip Test
3. Discussion about Conduction of Quiz, Group Dis etc.

Resolution

1. The Syllabus will be completed 100% at the end of the 2 week of this month and Review
2. To conduct Slip Test and Assignment to Slow learners.

1. M. Laxshmi, Prasanna —
2. K. Bhagyalakshmi —
3. H. Premchand Babu —

Id:
M. Prasanna

H. Lakshmana

Incharge
Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 002



2019 - 2020

II, IV, VI Sem^s

*

Resolution
Discussion

Resolution

Resolution

1. 2nd - Workshop: Business (not necessary)
3rd - Business - International of Accounting - II
4th - Business - Business law
5th - Business - Accounting - Event Management

6th - Business - Business (not necessary)
7th - Business - Business Environment
8th - Business - Business law
9th - Business - Business law
10th - Business - Business law

18-11-19

The department of commerce faculty members are conducted meeting on department. at 4 o'clock after completion of semester end examinations (I, II, V) on 18-11-19 to discussion following agenda points.

Agenda

1. Discussion about the conduction of II, IV, VI Semester for the year 2019-20.
2. Discuss about the Syllabus allotment among the faculty members.
3. Discussion about the Seminars, Guest Lecturer etc.

Resolution:

Discussion

1. Discussed about the allotment of Subjects to the faculty members.
2. Discussed about the conduction of Guest Lecturer.

Resolution: Allotment of Subjects to the faculty members.

1. Smt. K. Lakshmi prajanna (Lect. in Commerce)
Ist B. com - fundamentals of Accounting - II
IInd B. com - Business Law
IIIrd B. com - Auditing, Event Management
2. Smt. K. Bhagyalakshmi (Cont. Lect. in Commerce)
I B. com (Gen) - Business Environment
II B. com (Gen) - Income Tax
III B. com (CA) - Management Accounting
IV B. Sc (All) - Entrepreneurship

3. Sri M. Premnand Baby - (Guest Lect. incommu)

- i B.com (Gen) - Business Economics
- ii B.com (CA) - Accounting for Service organization
- iii B.com - Advanced cost Accounting
- iv B.A, B.com (All) - Entrepreneurship.

Members

1. Smt. K. Bhagyalakshmi - Ktk

H. Lakshminarayanan

Lecturer - in-charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003

2. Sri. M. Premnand Baby -

Lecturer - in-charge
Department of Commerce
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Meeting - 6

06-12-2019

The follow faculty members of the comm department are conduct meeting on 6-12-20 at 4.00 pm to discuss about following agenda points.

Agenda:

1. Completion of Syllabus
2. Conduction of Department Activity, Guest Lecture
3. Conduction of Slip Test
4. TO conduct consumer club Activity, Awareness on Consumer protection Act.

Discussion:

1. The Discussion about the completion of Syllabus
2. Discussion about Guest Lectures Conduction
3. Slip Test Conduction Date Every Saturday.
4. consumer club Discussion about the conduct of Essay writing and elocution competition on the occasion of National Consumers day on 24-12-2019.

Resolution:

1. The Syllabus will be Completed 30% on End of December month.
2. Guest Lecture conducted
3. Slip Test Conducted.
4. Awareness on Consumer protection Act ' And Importance of consumers.

Members

Meeting - 7

04.01.2020

The following Faculty members of Department of Commerce Conduct meeting on 04.01.2020 at 4.00 pm the following agenda points discussed.

Agenda:

1. Completion of Syllabus
2. Conduction of Student Seminar
3. conduction of Guest Lecture, Result Analysis

Discussion:

1. Discussion about the completion of Syllabus
2. Discussion about Student Seminar Conduction
3. Discussion of Guest Lecture Conduction Date

Resolution:

1. The Syllabus will be completed 60% on End of the January month.
2. Student Seminar will be conducted by Each Subjects
3. Guest Lecture will be conducted by the month of January.
4. Improvement of result, Suggestions taken.

Members:

Smt. K. Bhageyalakshmi - Kd

Sri. H. premanand Babu - Kd

H. Lakshminarayana

Incharge

Lecturer-in-Charge

Department of Commerce

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Lecturer-in-Charge
Department of Commerce
D.K. GOVT COLLEGE FOR WOMEN
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Meeting - 8

03.02.2020

The members of the Commerce department are met in the department for discussion of following agenda points at 4.00 pm.

Agenda

1. Completion of Syllabus.
2. Conduction of Quiz, Test, Assignments.
3. Student Seminars.

Discussion:

1. The Syllabus will be Completed 95%.
2. Discussion about Conduction of Quiz, Slip Test, Assignments.
3. Discussion of ~~Sto~~ Conduction of Student Seminars.

Resolution:

1. To identify slow learners and give Special Assignment to slow learners.
2. Conduction of Repeated Slip Test by the students.
3. Conduction of Student Seminars.

Members:

1. Srmt: K. Bhagyalakshmi - 166.
2. Sn: M. Prasad Babu - M.Pra

Dr. Lakshmi Prasad
Incharge

Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
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Meeting - 9

03.03.2020.

The following faculty members of Commerce have met on 3/3/20 at 11.00 pm and discussed the following agenda points.

Agenda

1. completion of Syllabus
2. Conduction of BOS meeting
3. framing of Syllabus
4. fixing Internal & external marks for I, II and III B. Com (CA & Gen) students.

Discussion:

1. Discussion of completion of Syllabus
2. The members Discussion of BOS meeting
3. Discussion of framing of Syllabus
4. Discussion of entering of Internal marks.

Resolution:

1. The Syllabus will be completed 100% on 1st week end of march month.
2. BOS meeting will be conducted at the end of the month.
3. Next ~~Year~~ Syllabus will be framing
4. ~~Enter~~ Internal Assessment marks entering.

members

1. Smt. K. Bhagyalakshmi - Kbl.
2. Sri. M. premanand Babu - H(R)

M. Lakshminarasim

Incharge Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



2020-21

10-11-2020

Meeting

The following commerce faculty members have met in the dept of commerce on 10-11-2020 to discuss the following agenda items.

Agenda

- (1) Discussion about the student attendance in the offline
- (2) Discuss about the syllabus distribution
- (3) Conduct of Program

Discussion

- (1) It is discussed about the offline classes
- (2) Discussed about the allotment and syllabus distribution
- (3) Discussed about the Conduct of Program

Resolution

- (1) It is resolved to conduct the classes to both III year and II year from online and offline
- (2) It is resolved to allotment of subjects to the lecturers as detailed below

1. Smt M. Lakshmi Prasad

I Bcom - Fundamentals of Accounting

II Bcom - Business Statistics

III Bcom - GST, Business Leadership

2. Smt K. Bhagyalakshmi

I Bcom - BO (8) BBA-Marketing

II Bcom (Gen) ~~Banking~~ Banking

III Bcom - ^{Cost} Management Accounting

2. M. Premasudhan

M. Lakshmi Prasad
Lecturer-in-Charge



Meeting -

Date: 15.2.22

The Department Committee met in the Staff room for conducting Dept. of Commerce ~~Departmental~~ meeting on 15-2-2021 to discuss the following points.

Agenda:

1. To Continue online classes for I, II and Three students.
2. Conducting online student seminars and assignments.
3. Guiding General Awareness for Covid-19.

Discussion:

1. It is Resolved that the all staff members will go as per Time table and upload online classes as mentioned in program.
2. It is Resolved that, the Continuing ~~any~~ online classes as well as Hardly seminar and assignments.
3. It is Resolved that To create Awareness about - Covid-19, Precautions etc.

Staff

1. H. Remanadh Rao,

2. K. Bhagya

H. Lakshmi Prasanna

Leads in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.

3-5-2021

Meeting :

3-5-2021

The following Commerce faculty members have met in the Dept of Commerce on 3-5-2021 to discuss the following agenda items

Agenda

1. Discusses about the completion of syllabus
2. Subject allotment
3. Online classes

Discussion

1. It is discussed about the completion of syllabus of I Sem, IV Sem, V Sem
2. Discussed about the subjects taught by which lecturers
3. Discussed about the online classes

Resolution

1. It is resolved that the syllabus of IV Sem, V Sem has to be completed by June 2021 ending
2. It is resolved that the syllabus of I st Sem completed in the month of May end
3. II Sem classes will be conducted from June 15th onwards
4. It is resolved to do the maximum efforts for attendance of students to online classes.

1. Shaggy Lakshmi
Contact Lecturer
in Commerce. K. Jay

2. H. Premnand Babu
+ Lect. culty H. Prem

H. Lakshmi Sankar
Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



2021 - 2022
Meeting - 1

25-10-2021

The Dept of Commerce faculty members have met in the Dept of Commerce on 25-10-2021 and to discuss the following agenda items as follows.

Agenda

- (1) Discuss about conduct of BOS meeting
- (2) Discuss about framing of syllabus for BCom(CA), BCom(Poo), BBA Digital marketing for III and IV Sem
- (3) allocation of subjects to the lecturers.
- (4) Framing of time-table

Discussion

1. It is discussed to conduct of BOS meeting to conduct in this month or next month.

2. It is discussed for framing of syllabus.

3. It is discussed for allotment of subjects and papers and framing of time table to this academic year.

4. Discuss about the completion of syllabus for

Resolutionary

1. It is resolved that the BOS meeting will be held on 6-11-2021 at 10:00 AM.

2. It is resolved that some changes will be done after discussion with BOS members in the syllabus of III and IV Sem.

3. It is resolved that the subjects and papers are allotted to the following faculty members for dealing.

4. 30% of syllabus are completed.

Ist, IInd and Vth sem Paper.

1. M. Lakshmi Prasanna — Cost management — V Sem
 HOD, Sec in Commerce — Advance Accounting — III Sem
 Financial Accounting — I Sem
 Business Correspondence & Reporting — III Sem
 2 hours

2. Dr. R. Vijaya Bhaskar — GST — V Sem 6
 Sec in Commerce — B. Stat — III Sem 5
 BOM — I Sem 5
 B. Lab — V Sem 2
 LSC — 2
 Business Ethics — 2

3. J. Sujana, Sec in Commerce — Organization behavior — III 5
 (on medical leave) — Business Ethics — II 5
 Banking theory and practice — V-6 6
 Personal and General Paper — 5
 LSC — 4 + 16
 SDC

4. Premchand Babu — Advance Cost — V Sem
 Guest faculty, Lecturer — Advance Accounts — III Sem
 Advance Accounts — III Sem
 SDC — 2 hours

Dr. R. Vijaya Bhaskar — Online Business — 18

J. Sujana
 Premchand Babu
 Guest Faculty —

J. Sujana
 14/07/2018

M. Lakshmi Prasanna
 HOD, Sec in Commerce
 Department of Commerce
 Govt. College for Women
 Nellore - 524 003.

Meeting - 2

10-12-2021

The Department of Commerce Faculty, conducted a department meeting in the Commerce Dept. on 10-12-2021 and discuss the following points

Agenda:

1. Admissions work and bridge course for DBCOM CA, (C) Students
2. Completion of syllabus for II and IV Sem. Studies
3. Internal Examination and other etc.

Discussions:

1. All faculty must go for admission with whom ever no classes.
2. All should complete syllabus on Jan 1st week.
3. Internal Examination I and II should be held with in the month.
4. International webinar should conduct and participated by all faculty and other colleagues.

All the above discussion of points should be followed in the meeting.

[Signature]

Leet of Charge
Department of Commerce
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Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
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The Department of Commerce met in the Dept. for discuss various points.

Agenda:

1. ~~Time~~ 1st Bcom (p) (CA) Class with should make Time Table Adjustments.
2. Completion of Syllabus Examination
3. Dept. Seminars and Work Shop; designing.
4. Any other. (Certificate Course etc).

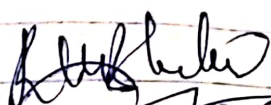
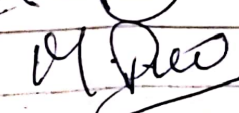
Discussions:

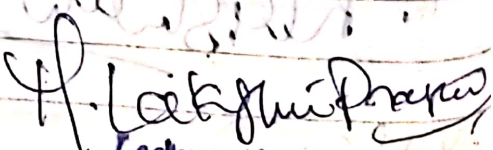
1. Time table as an old and follow, the new Time Table as and when ~~the~~ adjustments over.
2. Completion of Syllabus for B and B Com and preparation.
3. We the Department should arrange work shop and guest lectures.
4. The Department will start the Certificate Course Bally etc.

The Above all Discussion points are Resolved in the meeting.

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003

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Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 4

4-03-2022

The Dept. of Commerce faculty members have met in the Department of Commerce on 4-3-2022 and discuss the following agenda items as follows

1. Discuss about workload of the II, IV and VI Sem of B.Com, IV Sem of BBA and IV Sem of Prof. B.Com.
2. Allocation of Subjects to the Lecturer.
3. Excess work load if any, Taking Guest Lecturer.
4. Framing of Time table.
5. Any other departmental activities.

Discussion :- It is discussed to take Guest Lecturer for additional hours / Excess hours for B.B.A II year.

It is discussed for allotment of Subjects and papers and framing Time table to this Semester i.e. II, IV and VI Sem B.Com (G), (CA) as well as BBA. IV Sem, and II B.Com Professional IV Sem.

3. It is discussed about Completion of Syllabus for I Sem.

Resolutions :

1. It is resolved that the one more Guest faculty is required for extra work load.

It is resolved that the subjects and papers are allotted to the following faculty members

3. It is resolved Students Seminars and Group discussions should take part of atleast - 2 in each subject.

1. M. Lakshmi Prasanna.
HOD, Lect in Commerce.

Management AC — III Bcom
Income tax — II Bcom Prof
Cost and Management A/c — II Bcom
Financial A/c — I Bcom

2. Dr. R. VIJAY BHASKAR
Lect in Commerce.

Auditing — III Bcom — 6
BL — II Bcom — 5
B.S — II BBA — 5
B. Econ — I Bcom — 5
21

3. J. SUDJANA
Lect in Commerce.

Marketing financial service — III Bcom — 6
Auditing — II Prof Bcom — 5
Banking — I Bcom Genl — 5

4. M. Premanand Babu.
Guest faculty.

~~Auditing~~ — ~~II Bcom CA~~ — ~~3~~
~~Event Management~~ — ~~2~~
Advance costing — III Bcom — 6
Corporate A/c — I Bcom-CA — 5
Corporate A/c — II Professional — 5
Company Law — I Bcom Prof — 3
21

5. M. Madhu Sudana Rao
Guest faculty.

Financial service — III Bcom — III 1
(G)
Income tax — II Bcom — 3
Financial Management — II BBA — 5
Management A/c — II Prof — 5
21

The remaining left over papers
out of 127 hours 22 hours are to
be allotted to one another guest lecturer.

It is resolved to submit a proposal
to the Principal Sir, for sanction of
one additional guest lecturer for

II BBA papers which are related
to digital marketing papers.

1. social media marketing 5
2. Content marketing 5
3. Advertising 5

4. Advance digital marketing 5

5. Event management III BCom 2

It is resolved that the II BCom Partnership
Paper Management information system
allotted to Computer department.

T. C. Lakshmi Prasanna

HOD, Commerce Dept.

4/3/2022

Lecturer-in-Charge

Lecturer-in-Charge
Department of Commerce
COLLEGE FOR WOMEN



Meeting - 5

Date: - 24-03-2022

The following faculty members of Commerce dept under the chairmanship of Sri. M. Lakshmi Prasanna HOD of Commerce Department met in the Commerce department on 24-03-2022 and discuss the following agenda points

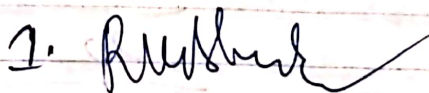
Agenda :-

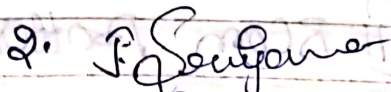
1. Completion of Syllabus
2. Identification of slow learners

Resolution :-

1. Discussed and resolved to identify the poor students (slow learners) to guide them
2. TO discuss and resolved the Completion of Syllabus for I & III Sem B.Com Students

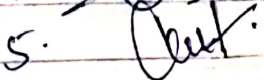
Signature of faculty :-

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M. Lakshmi Prasanna
HOD

24/3/22
Commerce Dept

Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.

Meeting - 6

12-04-2022

The following faculty members of the Commerce Department are conduct meeting on 12-04-2022 at 4:00 PM to discuss about following agenda points.

Agenda :-

1. Conduction of Student Seminars.
2. Conduction of Student Assignments.
3. Other Departmental Activities.

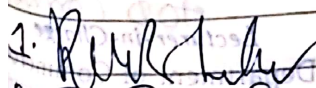
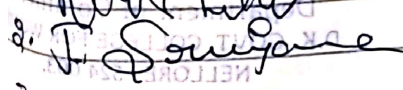
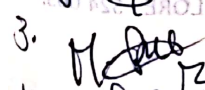
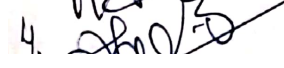
Discussion :-

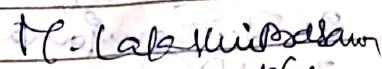
1. It is discussed to conduct of Student Seminars of B.Com final year students.
2. It is discussed to conduct and work allot for Students (Assignments).
3. Discuss about the Departmental Activities.

Resolution :-

1. It is resolved to Student Seminars & Assignments.
2. It is resolved to Several Departmental Issues and Activities.

Signature of faculty :-

1. 
2. 
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Ho D
12/4/22
Commerce
Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



The following faculty members of Commerce Department conduct the meeting on 28-04-22 at 4:00 pm to discuss about the following Agenda points

Agenda :-

1. Discussion about the Completion of Syllabus
2. Discussion about the Internal marks for I & III Semester Students
3. Discussion about the Student Attendance in the Offline

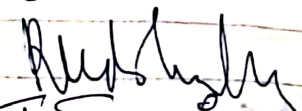
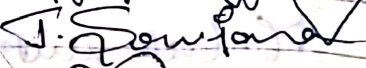
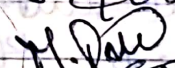
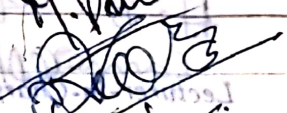
Discussion :-

1. It is discussed to Completion of Syllabus for III B.Com Students.
2. It is discussed to entering the Internal Marks
3. Discussed to the Offline classes Attendance.

Resolution :-

1. It is resolved to Internal marks Assessment
2. It is resolved to Completion of Syllabus and offline classes Attendance

Signature of faculty:

1. 
2. 
3. 
4. 

Dr. Lakshmi
28/4/22

HOD Commerce
Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN

Meeting - 8

13-05-2022

The following faculty members of Commerce department conduct the meeting on 13-05-22 at 4:00 PM discuss about the following agenda points

Agenda :- 1.

1. Discussion about the work Allotment among the faculty for NAAC

2. Discussion about the conduction of Identification of poor & moderate learners

3. Other related topics

Discussion :-

1. It is Discussed about the work allotment to the faculty for NAAC Records & Files

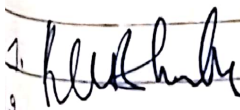
2. It is Discussed about the Slow learners

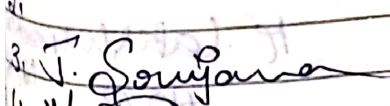
Resolution :-

1. It is resolved to work Alloted to the faculty for NAAC

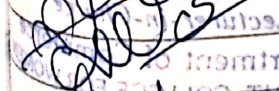
2. Evaluation and grouping of slow and moderate learners of all B.Com Students.

Signature of faculty :-

1. 

2. 

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4. 

H. Srinivasan

13/5/2022

H.O.D. Commerce
Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



Meeting - 7

16-06-2022

The Department of Commerce faculty members met in the Commerce department, on 16-06-2022 at 4:00 pm to discuss the following agenda points.

Agenda:-

1. Discussion about the Student Attendance
2. Discussion about the Guest Lecture
3. Discussion about the future awareness programme for final year Students
4. Discussion about the Academic Audit

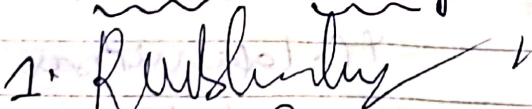
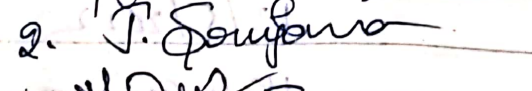
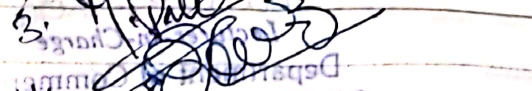
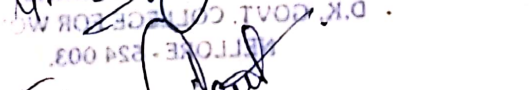
Discussion:-

1. Discussed about Student Attendance of Offline classes after Summer vacation
2. Discussed about Guest Lecture Conduction Date
3. Discussed about the future awareness for III B.Com student to guide them

Resolution:-

1. It is resolved to Guest lecture Conduction
2. It is resolved to do the Maximum Efforts for Attendance of Students to Offline Classes
3. It is resolved to future awareness programme conducted to staff for final year Students

Signature of faculty :-

1. 
2. 
3. 
4. 
5. 

H. Lakshmi
HOD
16/6/22
Comm
Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



Meeting - 10

15-7-2022

The Department of Commerce Faculty members conducted staff meeting on 15-7-22 at 4 PM, to discuss various the following points

Agenda :-

To Discuss about Smt. M. Lakshmi Prasanna Madam going to leave for personal work and discuss the work load, syllabus and completed syllabus etc.

To Discussion about Academic Audit work etc.

To Discuss about NAAC work and department programmes etc.

Discussion :-

work load adjustment to B. Madhesudhana Rao and

M. Premamunda kumar for M. Lakshmi Prasanna Madam balance work / subject i.e. Est, II year only

Preparing Academic Audit files to update

printing, binding of all records for NAAC etc.

C.S.P Projects should Completed as early as possible

All the above Discussion 4 points are resolved for implementation for immediately

J. Soujanya 15/07/2022

Cent

Mc

[Signature]
Lecturer-in-Charge

Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



Meeting -11

Date.
8-8-2022

The Department of Commerce faculty members met in the Department on 8-8-22 at 4 PM to discuss various the following points

Agenda!!

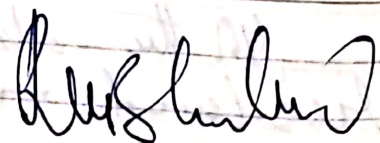
1. Completion of Syllabus for II sem ~~IV sem~~ students.
2. Discussion about Internal examinations.
3. Discuss about Student Attendance.
4. Any other.

Resolutions! and Disciplinary! -

1. It is discussed to complete the Syllabus for II and IV sem.
2. Any students ~~are~~ have less than 70% of Attendance. Should take Remedial Classes, or special classes to attend Examination.
3. CSP Project work Completion as early as possible.
4. Preparation of All Department Records for NAAC and Academic Audit. Program.

Faculty!

1. J. Sanyana
2. ~~M. Bae~~
3. ~~B. Bae~~
4. ~~S. Bae~~



Lecturer-in-Charge
Department of Commerce
D.K. GOVT. COLLEGE FOR WOMEN
NELLORE - 524 003.



Meeting :- 12

Department of Commerce

~~Academic Audit~~ ~~will be~~ on

Date!

29-8-2022.

In the Department of Commerce met for
The Academic Audit purpose which is scheduled
on 29-8-22 to 30-8-22.

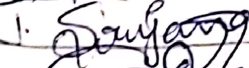
The following points are discussed.

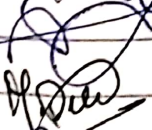
1. All Department file and records should be complete
If any pending.
2. All records should arrange in order wise.
3. If any persons having Examination duty on the
29th 30th of this month should make an arrangement
for Academic Audit purpose.
4. Any other.

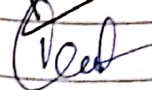
Resolutions:

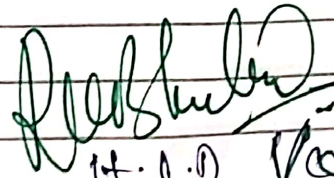
1. All faculty members should keep all records
in the Table with Numberings.
2. Teaching Datas / plans etc keep in the
H.O.D. Table, along with Dept. activities.
3. PPT of the Dept. of Commerce will make
ready for Academic Audit purpose.
4. All faculty should come before 1 hour
on the 29th and 30th for making arrangement.
5. Inform before going Examination duty and keep
all personal record to H.O.D. Table if
Examination duty is unavoidable.

Stst:

1. 

2. 

3. 



H.O.D. 

Lecturer-in-Charge

Department of Commerce

D.K. GOVT. COLLEGE FOR WOMEN

NELLORE - 524 003.

29-8-2022



Meeting - 1.

Date: 18/7/22

The Department of Commerce staff met on Department of Commerce to discuss various points.

Agenda :-

1. Discuss about workload I and II semester V B.Com. (CA), V BBA, V B.Com (Prof) and III sem B.Com (i) and B.Com (CA).
2. Allocation of subjects to all staff.
3. Framing Time Table
4. Internship of V sem students.
5. Any other.

Discussion :-

1. Work load distribution I and II and III semester (Internship Mentors) Eligible.
2. Mentors Mentee system has to follow and observe to all students with their respective internship ~~at~~ areas, i.e. to field/work area for Internship.
3. Time table framing I and II semester.
4. Admission and Bridge courses for I B.Com students.

Resolutions :-

1. It is resolved that the allocation of time table frame work and subjects for all faculty including 3 guest faculty is required.

1. M. Lakshmi Prasanna
HOD. Commerce
(Incharge)

1. Fundamentals of Accounting
for I B Com (CA) I Sem
2. Advanced Accounting
for II B Com (CA) III Sem

2. Dr R. VIJAYA BHASKAR
Lect. in Commerce

1. I B Com (G) - BOM I Sem

2. II B Com (CA) - Business Statistics
for IV Sem

3. J. Sugana : I B Com (CA) BOM - I Sem

Lect. in Commerce 2. II B Com (G) Business Statistics
for III Sem

4. M. Premamandababu:

Guest Faculty

1. III Sem B Com Advance Accounting
(G)

I B Com (G) Business Environment

5. Ms. Madhesudana Rao:

Guest Faculty

1. I B Com (G) Fundamentals of
Accounting

2. II B Com (G) Marketing IV Sem

6. P. Keerthy

Guest Faculty

BBA II Sem monitoring &
Internship

1. R. V. S. R.

The Dept of Staff Commerce Staff met at 3.00
on 20-10-22 to discuss about the following agenda

1. Completion of syllabus
2. Internship
3. Work Load
4. Any other

Discussion

① discussed regarding completion of syllabus for
3rd Sem students

2. discussed regarding internship process to
III Bcom CA, BBA digital marketing and
Bcom Professional

3. discussed about the work load distribution to
all groups

4. discussed Preparation of all NAAC self study

Resolution

1. It is resolved that 60% of syllabus has to be completed
for IIIrd Sem students at the end of the October
month 2022

2. It is resolved that all III Bcom CA, BBA digital marketing
and Bcom Professional have attended to internship
regularly and has to be submitted their regular presence.

3. The work load has been divided to all regular
and Guest faculty III Bcom CA, and Bcom General

Separately, LSC and SDC also allotted to the Guest faculty

4. It is resolved to update the all dept. records on portal with the NAAC Records and maintain properly.

निम्नलिखित व्यक्तियों को निदेशित किया गया है कि वे अपने विभाग के सभी विद्यार्थियों के नामों को अपने विभाग के वेबसाइट पर अपडेट करें।

1. Rishabh

2. J. Sanyal

3. Suresh

4. P. P. P.

5. Chel

P. Lakshmi

20/10/22

HOD

Meeting

18-11-2022

The Dept of Commerce Staff met at 3-00 PM on 18-11-2022 to discuss about the following agenda points

Agenda

1. Allocation of Papers
2. Completion of syllabus
3. Midterm exams
4. Any other

Discussed

1. Discussed about the allocation of Papers to the staff regarding 1st sem
2. Completion of syllabus ~~addressed~~ of II sem
3. It is discussed to conduct of Internal-exams

Resolution

1. It is resolved that the 1st sem core Papers allocated to all staff, ~~specifically~~ ~~as~~ CA and General Papers (1) Fundamentals of accounting (2) Business Organisation.
2. It is resolved that 80% of II sem syllabus has to be completed at the end of the November month 2022.
3. It is resolved conduct of midterm exams to IIIrd sem students in the month of December.

1. <u>K. S. Sankar</u>	allotted to	FA BCom(A) T. Lakshminarayanan
2. <u>J. Sankar</u>	FA BCom(G) T. Rajeev	M. Lakshminarayanan
3. <u>S. Sankar</u>	BOM BCom(A) R. Vijayaraj	18/11/2022
4. <u>P. Sankar</u>	BOM I BCom(G) J. Sankar	

Meeting - 3

20-12-2022

The dept of staff met in the staff room at 4:00 PM to discuss about various academic issues related to the Bcom Course, agenda

1. Completion of syllabus
2. allotment of subjects
3. Preparation of records regarding NAAC visit
4. Preparation of exams to the Paper I.

Discussion

1. Discussed about completion of syllabus regarding III Sem student
2. discussed about allotment of subjects of VI Sem
3. discussed about Preparation and updation of all records for NAAC Peer team visit
4. discussed about preparation of students interest to exams

Resolution

1. It is resolved that the III Sem syllabus has been completed 70-75% in all Papers
2. It is resolved that all Papers related VI Sem for the Bcom (CA), BBA Digital marketing, Bcom (Prof) allotted to all 6 lecturers
3. It is resolved to update the all records relating to NAAC
4. It is resolved to take extra classes to the III Sem students for the Preparation of final exam

1. [Signature]

2. J. Sonjane

3. M. Pan

4. [Signature]

5. [Signature]

[Signature]
HOD, Commerce

Meeting - 4

18-1-2023

The Dept of Commerce faculty met in the Principal Chamber under Chairmanship of Dr D. Geeta, DKW GDC Principal, to discuss about the ~~audit~~ ^{Review} meeting

1. Preparation of Records for NAAC Purpose.

2. any other items

Discussions

1. The Principal and NAAC co-ordinator discussed about preparation of NAAC records
2. discussed about qualitative learning management (QLM) in respect to the Dept of Commerce.

Resolution

1. It is resolved that, the items which are discussed in the review will be followed
2. It is resolved to update the all records of NAAC

1. R. Subh

2. J. Sanjaya

3. M. P. S.

4. [Signature]

5. [Signature]

1

M. Lakshmi Parvathi
HOD, Commerce

Meeting - 5 20-1-2023

The faculty of Department of Commerce has been met at 3-00 PM on 20-1-2023 in the Commerce chamber to discuss the below agenda &

agenda

1. Review meeting points discussed by the Principal on 18-1-2023
2. Subject Paperly allotted to IV and Vth Sem allotted to the lecturers -
3. Syllabus Completion of Ist Sem
Re. any other related topics

Discussion

1. It is discussed that as per the instructions of the Principal, all records related to the NAAC shall be updated
 2. Discussed about the allotment of Subject Paperly to the lecturers
 3. Discussed about completion of Ist Sem syllabus
 4. Discuss about preparation of NAAC records
- Resolution

1. It is resolved that the records should be maintained as per NAAC QLMs
2. The Subject Paperly of IVth Sem and Vth Sem has been allotted to the lecturer concerned as detailed below
3. The syllabus of Ist Sem has been completed 80%.

Confd--

Name of the Lecturer

<u>H. Lakshmi Prasanna</u>	<u>Subjects</u>	<u>Sem</u>
Regular	1. Fundamentals of Accounting	BCom (CA) Ist Sem
	2. Corporate Accounts	IVth Sem
	3. Management Accounting	Vth Sem
	4. Banking and Financial Services	Vth BCom (PO)

2. P. Vijaya Bhaskar:

Regular	1. Business Environment	Ist Sem BCom (G, C, D)
	2. Business Law	IVth Sem BCom (CA, G)
	3. L I C	Vth Sem
	4. E-commerce	VIth Sem (POot and BBA)

3. J. Sujana Regular

1. Banking	Ist Sem General
2. Cost and Management	Vth Sem (CA + G)
3. Auditing	Vth Sem (General)
4. Business Stat	Vth Sem BCom PO

4. M. Premnath Babu Guest faculty

1. General Insurance	(CA and G) VIth Sem
2. Income tax	IVth Sem (CA + G)
3. Accounts for service organisation	Vth Sem BCom (PO)
4. GST	VIth (POot)

4. Madhuselham Rao Guest faculty

1. Cost Control TOC	VIth Sem
2. GST (G)	IVth Sem
3. HRM	VIth Sem BBA (POot)
4. Income tax	IVth Sem BCom (POot)
5. SDCL (Losses & G)	IIIrd Sem

5. P. Keerthi

1. Project Management	VIth Sem BBA (POot)
2. Lead Generation	do
3. Business and cyber law	do
4. Media Management	do

H. Lakshmi Prasanna
HOD

