

TIME TABLE COMMITTEE



VAAGDEVI COLLEGE OF PHARMACY
RAMNAGAR, HANUMAKONDA – 506 001 (T.S)
Phone: (0870) 2455111, 9000716969



VAAGDEVI COLLEGE OF PHARMACY

(Approved by AICTE & PCI, New Delhi & affiliated to Kakatiya University, Warangal, T.S)
Ramnagar Dist. Hanumakonda- 506001, (T.S)

TIMETABLE COMMITTEE

Date:05-07-2018

Timetable committee is constituted for developing and managing the schedule of classes and activities for the college.

The committee is to create efficient timetable that ensures the smooth running of academic activities throughout the academic year.

OBJECTIVES

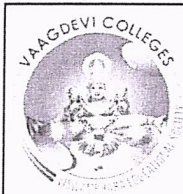
- Develop a comprehensive timetable that accommodates the diverse needs of different programs and courses offered by the college.
- Ensure optimal utilization of resources, such as classrooms, laboratories, and faculty members' availability.
- Maintain a balance between theory and practical sessions, allowing students to gain hands-on experience in pharmacy-related subjects.

The minority cell for the year 2018-19 is constituted as follows:

S.No.	Name	Role
1.	Mr. B.S. Sharvana bhava	Convenor
2.	Mrs. T. Rajani	Co-Convenor
3.	Dr. K. Srinivas Reddy	Member
4.	Mrs. S. Pavani	Member
5.	Dr. C. Srinivas Reddy	Member



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TIMETABLE COMMITTEE

Date:05- 07-2018

CIRCULAR

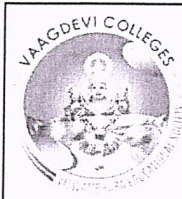
As per the directives of University Grants Commission (UGC), College level Timetable Committee has been constituted with the following members for the academic year 2018-19. It is in force for five years.

Following Members are informed to take charge of the cell.

S.No .	Name	Role
1.	Mr. B.S. Sharvana bhava	Convenor
2.	Mrs. T. Rajani	Co-Convenor
3.	Dr. K. Srinivas Reddy	Member
4.	Mrs. S. Pavani	Member
5.	Dr. C. Srinivas Reddy	Member



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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 07.12.2022

Venue: Seminar Hall

Time: 03.00 pm

Agenda

- Discussion on addressing any conflicts or concerns raised in the evaluation of the previous year's timetable.

Resolution

- Circulate the draft timetable among faculty and students, encouraging them to provide feedback and suggestions for improvement.
- Analyze the feedback received, make necessary adjustments, and finalize the timetable for the academic year

Members attended

S.No.	Name	Signature
1.	Dr. B.S. Sharvana bhava	
2.	Mrs. T. Rajani	
3.	Dr. K. Srinivas Reddy	
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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 22.07.2022

Venue: Seminar Hall

Time: 03.00 pm

Agenda

- Discussion on any conflicts or concerns raised by faculty or students regarding the existing timetable

Resolution

- Seek input from faculty members and students regarding their preferred class timings through meetings.
- Establish protocols for rescheduling classes or implementing alternative teaching methods to minimize disruption and ensure continuity of learning.

Members attended

S.No.	Name	Signature
1.	Dr. B.S. Sharvana bhava	
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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 18.12.2021

Venue: Seminar Hall

Time: 03.00 pm

Agenda

- Discussion on optimizing the utilization of resources, including classrooms, laboratories, and faculty availability.

Resolution

- Minimize conflicts and overlaps in scheduling to ensure efficient utilization of classrooms and laboratories.

Members attended

S.No.	Name	Signature
1.	Dr. B.S. Sharvana bhava	
2.	Mrs. T. Rajani	
3.	Dr. K. Srinivas Reddy	
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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 06.07.2021

Venue: Online Zoom Meeting

Time: 03.00 pm

Agenda

- Discussion on plans for contingencies such as faculty leaves, rescheduling of classes, or any unforeseen circumstances that may impact the timetable

Resolution

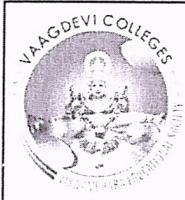
- Develop contingency plans and procedures to handle situations like faculty leaves, scheduling conflicts, or emergencies, ensuring minimal disruption to the academic schedule.

Members attended

S.No.	Name	Signature
1.	Dr. B.S. Sharvana bhava	N/A due to Online mode
2.	Mrs. T. Rajani	N/A due to Online mode
3.	Dr. K. Srinivas Reddy	N/A due to Online mode
4.	Dr. S. Pavani	N/A due to Online mode
5.	Dr. C. Srinivas Reddy	N/A due to Online mode



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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 14.12.2020

Venue: Seminar Hall

Time: 03.00 pm

Agenda

- Discussion on reviewing and incorporating any changes in the curriculum or course offerings for the upcoming year.

Resolution

- Develop a contingency plan to address any potential disruptions to the academic schedule caused by the pandemic.

Members attended

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1.	Mr. B.S. Sharvana bhava	
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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 14.07.2020

Venue: Online Zoom Meeting

Time: 03.00 pm

Agenda

- Discussion on evaluating the impact of the COVID-19 pandemic on the academic schedule and adapt the timetable accordingly.


Resolution

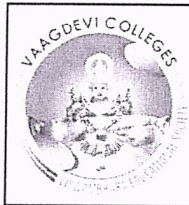
- In response to the pandemic, the committee will assess the situation, collaborate with the college administration, and make necessary adjustments to the timetable, such as transitioning to online classes or implementing a hybrid learning model.

Members attended

S.No.	Name	Signature
1.	Mr. B.S. Sharvana bhava	N/A due to Online mode
2.	Mrs. T. Rajani	N/A due to Online mode
3.	Dr. K. Srinivas Reddy	N/A due to Online mode
4.	Dr. S. Pavani	N/A due to Online mode
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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 17.1.2020

Venue: Seminar Hall

Time: 03.00 pm

Agenda

- Discussion on conducting periodic reviews of the timetable during each semester to identify and address any scheduling conflicts, issues, or changes.

Resolution

- Schedule regular meetings of the Time Table Committee to evaluate the effectiveness of the timetable and make necessary adjustments to resolve conflicts or accommodate changes.

Members attended

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1.	Mr. B.S. Sharvana bhava	
2.	Mrs. T. Rajani	
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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 10.06.2019

Venue: Seminar Hall

Time: 03.00 pm

Agenda

- Discussion on incorporating any changes or additions to the academic calendar, including examination schedules and semester breaks.

Resolution

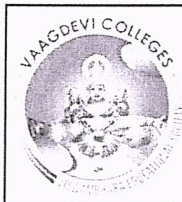
- Monitor the implementation of the timetable, addressing any conflicts, overlapping schedules, or resource constraints promptly.

Members attended

S.No.	Name	Signature
1.	Mr. B.S. Sharvana bhava	
2.	Mrs. T. Rajani	
3.	Dr. K. Srinivas Reddy	
4.	Mrs. S. Pavani	
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TIMETABLE COMMITTEE

Minutes of the Meeting

Date: 06.12.2018

Venue: Seminar Hall

Time: 03.00 pm

Agenda

- Discussion on considering the availability and scheduling of guest lectures, workshops, and industrial visits to enrich the learning experience.


Resolution

- Allocate appropriate time slots for practical sessions, taking into account the availability of laboratory resources.
- Publish the finalized timetable and ensure its accessibility to faculty members, students, and relevant administrative staff.

Members attended

S.No.	Name	Signature
1.	Mr. B.S. Sharvana bhava	
2.	Mrs. T. Rajani	
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Minutes of the Meeting

Date: 05.07.2018

Venue: Seminar Hall

Time: 03.00 pm

Agenda

- Discussion on gathering inputs from faculty members and students regarding course requirements, timing preferences, and any specific constraints.
- Discussion on coordinate with different departments to align course timings and avoid overlapping schedules.

Resolution

- Finalize a timetable that full fill the academic requirements for each course, considering faculty availability and classroom availability.

Members attended

S.No.	Name	Signature
1.	Mr. B.S. Sharvana bhava	
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