

Date of meeting 25-1-2021

Agenda.

1. To upgrade Chemistry UG laboratory
2. To conduct value added courses by various Departments
3. To monitor the on-line classes being conducted by the faculty
4. To ensure the completion of the syllabus for the annual examination.

Action Taken:

- 1) UG laboratory of Chemistry Department was upgraded as planned.
- 2) Value added courses were conducted by the Departments
- 3) The Principal kept a vigil on the online classes for effective curriculum delivery
- 4) The Head of the Departments ensured the completion of the ^(PG Semester) courses by the faculties of the Departments.

Signature of Members.

1. Dr. Mrs. V. Dubey (Coordinator)

2. Dr. B. Sharma

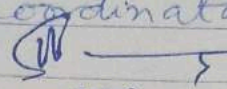
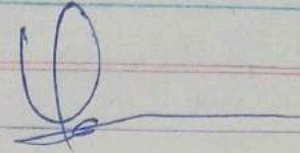
3. Dr. K. L. Awasthi

4. Dr. V. Nayar

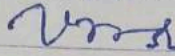
5. Dr. H. Sharma

6. Dr. S. Parani

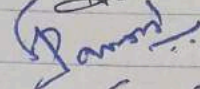
7. Mrs. S. Pandey



Awasthi



H. Sharma



Sunita

Date of Meeting 14-6-2021

Agenda

1. To collect email ID's of all the stakeholders for conducting online UG examination.
2. To form bulk SMS & whatsapp groups for sending notifications.
3. To follow the instructions of the University to upload the question papers in the College web-site.
4. To monitor the proper collection of answerbook & evaluation, uploading of marks in the University portal ~~with~~ adhering to the Covid protocols.

Action Taken

1. The Computer Department took the initiative for bulk SMS message, formation of whatsapp groups & collection of email ID.
2. The Question papers were timely uploaded in the College web site.
3. Collection of the answerbooks, evaluation and uploading of marks was conducted Department wise.

Signature of members

1. Dr. V. Dubey (Coordinator)

2. Dr. B. Sharma

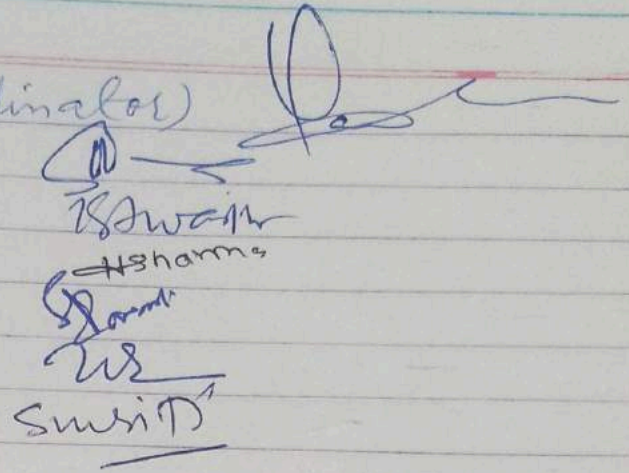
3. Dr. K.L. Awasthi

4. Dr. H. Sharma

5. Dr. S. Parani

6. Dr. V. Nayal

7. Mrs. S. Pandey



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Hsharma
S. Parani
V
Smiti

Session - 2020 - 21

Date of meeting - 27-10-2020

Agenda

1. To deal with the pandemic conditions regarding admissions and online teaching.
2. To review the admission process according to the guidelines of the Higher Education Department (C.G.) & the affiliating University.
3. Orientation of the teachers for effective teaching
4. To motivate teachers to participate in FDP & webinars. in or
5. Planning of time tables by the Deans of the three faculties.
6. To incorporate action taken report of the previous session.

Action-Taken:

1. The Computer Department conducted a training program for effective online teaching for the session.
2. Admission committee was formed and instructed to go through the guidelines for proper implementation.
3. The teachers were made to operate the computers using ICT tools.
4. Teachers participated in FDP.
5. Time table for the session 2020-21 was prepared and displayed
6. Assured by the Departments of the action taken.

Signature of members.

1. Dr. Mrs. V. Dubey (Coordinator)
2. Dr. Mrs. B. Sharma
3. Dr. V. Nayar
4. Dr. H. Sharma
5. Dr. S. Parani
6. Dr. K. L. Awasthi
7. Mrs. S. Pandey

