

Minutes of Meeting held on 4th January, 2022

The Principal began the Meeting by welcoming the staff for the New Year.

Examination: The Principal mentioned that as per oral discussion with other Principals, the Repeat Exam will be offline as scheduled, from January 14th, 2022. The III and V Semester will be held offline and the I and II Semester Exams will be held in the online mode. The printing of the Question papers will begin once the Circular is received, he added. With regards to students who have not answered the ISA's, a Notice will be issued to them and then their names will be deleted from the list. The Principal asked the ISA Incharge, Ms. Rupali, to give these students names and the phone numbers of their parents to the Exam Committee, and that he would call them personally to inform them.

Dr. Kissan said that some of the TY students are unable to pay their fees due to some technical problems. The Principal asked him to contact the University and inform them about these students.

AISHE & NIRF: Ms. Vinita informed that the DHE will be conducting an online workshop about the new AISHE guidelines, on the 5th of January, 2022.

The Principal said that the College has not received login credentials for NIRF as yet and he has emailed them about the same.

NAAC: Dr. Elizabeth mentioned that some of the staff members should have a discussion on the Budget and check whether the estimates are correct. The office has to record the number of receipts in the Receipt Register, whenever any programme is conducted in the College.

Project: The Principal asked the Guides to engage the students for two hours every week and motivate them to work on the Project.

AOB: Principal informed that the DHE will conduct an Academic Audit in the College on the 12th and 13th of January.

The Principal said that the Circular to discontinue the Biometric was not received by the College.

Ms. Rupali enquired whether the teachers could go on a staff picnic for which the Principal replied that we could go on an educational tour instead.


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