

## Minutes of Meeting

A Staff meeting was held on 20 July, 2019, under the chairmanship of worthy Principal Dr. Anita Kati in the Conference hall.

Date = 20-7-2019

Day = Saturday

Time = 2:00 PM

### Agendas of The Meeting

- Admission Process of 3rd Semester.
- Schedule of Micro-teaching.
- Daily attendance of 3rd Semester Students.
- Daily Report of teachers.
- Regularity and Punctuality of Teachers.
- Admission of 1st Semester Students.

→ It is conveyed in the meeting that the Admission process of 3rd Semester is started. Admission Committee will make all necessary arrangements.

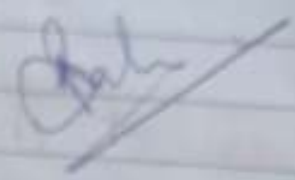
→ It is conveyed in the meeting that the Micro-teaching of 3rd Semester students is started and teachers were directed to prepare a time-table for Micro-teaching and Ms. Savita will prepare a schedule of demonstration on different skills.


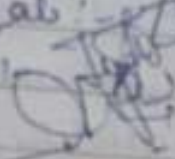



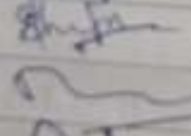
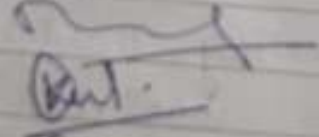
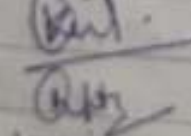
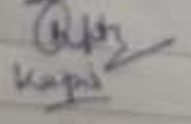
→ On line Registration for Semr-1 will be started from 23 July, 2019.

→ Teachers were directed in the meeting to maintain Punctuality and regularity.

- Faculty were directed to submit their work report to principal Maam.
- Mrs. Stuti Sharma was directed to take regular attendance of 3rd Semester students during Micro teaching.

Members Present

Dr. Anita Bali :-   
(Principal)

- Ms. Savita Sambyal :- 
- Ms. Jyoti Sharma :- 
- Ms. Jyoti Bala :- 
- Ms. Satuli :- 
- Ms. Arushi :- 
- Ms. Shilpa :- 
- Ms. Manika :- 
- Ms. Khushboo :- 
- Ms. Pooja :- 
- Mr. Kapil :- 