

A Staff meeting (ISAC) was held in office at 1:30 pm

on 4<sup>th</sup> Sep. 2018 at Principal's

Date	Agenda of Meeting	Decisions Taken
4 <sup>th</sup> Sept, 2018		
1:30 pm - 2:30 pm	<ul style="list-style-type: none"> <li>• Planning of college activities.</li> <li>• Preparations of youth festival activities.</li> <li>• Planning of organization of seminar in college.</li> <li>• Planning of syllabus and class test of M.Ed. &amp; B.Ed. classes.</li> <li>• Presentation of month - Staff member will</li> </ul>	<ul style="list-style-type: none"> <li>- Dates were decided for organization of various activities.</li> <li>- Principal Man decided youth festival coordinators to contact with host college i.e. S.K. College of Education for Girls, Ghalh Kalan Maya for finalized dates and schedule.</li> <li>- Tentative dates of seminars to be organized in the college were decided.</li> <li>- Decision was taken regarding the completion of 50% syllabus and staff was instructed to take test at end of every month.</li> </ul>

Signature of the faculty  
Principal + J.O.A.C. Staff Members

Def 4/9/18  
Suby 4/9/2018  
Anu 4/9/2018  
C.P.

S.N.	Name	
1.	Dr Seema Chopra	
2.	Dr Kiran Duggal	
3.	Mrs. Pushpinder Kaur	
4.	Dr Manjeet Kaur	
5.	Dr Sarjeet Kaur	
6.	Dr Shally	
7.	Mrs Harjeet Kaur	
8.	Dr Gurwinder Singh	
9.	Dr Jagminder Kaur	
10.	Dr Jaspreet Kaur	
11.	Dr Ajay Kumar	
12.	Mrs. Manpreet Kaur	
13.	Mrs. Gurpreet Dhaliwal	
14.	Ms. Pooja Grover	
15.	Ms. Gurpreet Kaur	
16.	Mr. Narinder Singh	
17.	Mr. Harish Chander	
18.	Mr. Dalwinder Singh	
19.	Mrs. Kiranjeet Kaur	

A Staff meeting was held  
Principal's office.

on 19<sup>th</sup> Nov. 2018 at 12:30 pm in

Date	Agenda of Meeting	Decisions Taken	Signature of the Principal	Signatures of the faculty																																										
19 <sup>th</sup> Nov. 2018	12:30 pm - 1:00 pm	<ul style="list-style-type: none"> <li>Organization of Extension lecture</li> <li>Skill-in-tg competition</li> <li>Internal Practical Dates</li> </ul>	IOAC <i>[Signature]</i> 19/11/2018	Signatures of the faculty																																										
		<ul style="list-style-type: none"> <li>Relevant committee was instructed to organize extension lecture.</li> </ul>	<i>[Signature]</i> 19/11/18	<table border="1"> <tr><td>1. Dr Seema Chopra</td><td><i>[Signature]</i></td></tr> <tr><td>2. Dr Kiran Duggal</td><td><i>[Signature]</i></td></tr> <tr><td>3. Mrs. Poojinder Kaur</td><td><i>[Signature]</i></td></tr> <tr><td>4. Dr Manjeet Kaur</td><td></td></tr> <tr><td>5. Dr Saryjeet Kaur</td><td></td></tr> <tr><td>6. Dr Shalby</td><td><i>[Signature]</i></td></tr> <tr><td>7. Mrs Harjeet Kaur</td><td><i>[Signature]</i></td></tr> <tr><td>8. Dr Rajni Bala</td><td><i>[Signature]</i></td></tr> <tr><td>9. Dr Gurwinder Singh</td><td></td></tr> <tr><td>10. Dr Jagminder Kaur</td><td></td></tr> <tr><td>11. Dr Jaspreet Kaur</td><td><i>[Signature]</i></td></tr> <tr><td>12. Dr Ajay Kumar</td><td><i>[Signature]</i></td></tr> <tr><td>13. Mrs. Manpreet Kaur</td><td><i>[Signature]</i></td></tr> <tr><td>14. Mrs. Gargpreet Dhalwal</td><td><i>[Signature]</i></td></tr> <tr><td>15. Ms. Pooja Grover</td><td><i>[Signature]</i></td></tr> <tr><td>16. Ms. Gargpreet Kaur</td><td><i>[Signature]</i></td></tr> <tr><td>17. Mr. Atamjit Singh</td><td></td></tr> <tr><td>18. Mr. Nariinder Singh</td><td></td></tr> <tr><td>19. Mr. Harish Chander</td><td></td></tr> <tr><td>20. Mr. Dabinder Singh</td><td></td></tr> <tr><td>21. Mrs. Kiranjeet Kaur</td><td></td></tr> </table>	1. Dr Seema Chopra	<i>[Signature]</i>	2. Dr Kiran Duggal	<i>[Signature]</i>	3. Mrs. Poojinder Kaur	<i>[Signature]</i>	4. Dr Manjeet Kaur		5. Dr Saryjeet Kaur		6. Dr Shalby	<i>[Signature]</i>	7. Mrs Harjeet Kaur	<i>[Signature]</i>	8. Dr Rajni Bala	<i>[Signature]</i>	9. Dr Gurwinder Singh		10. Dr Jagminder Kaur		11. Dr Jaspreet Kaur	<i>[Signature]</i>	12. Dr Ajay Kumar	<i>[Signature]</i>	13. Mrs. Manpreet Kaur	<i>[Signature]</i>	14. Mrs. Gargpreet Dhalwal	<i>[Signature]</i>	15. Ms. Pooja Grover	<i>[Signature]</i>	16. Ms. Gargpreet Kaur	<i>[Signature]</i>	17. Mr. Atamjit Singh		18. Mr. Nariinder Singh		19. Mr. Harish Chander		20. Mr. Dabinder Singh		21. Mrs. Kiranjeet Kaur	
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		<ul style="list-style-type: none"> <li>Staff members were informed about the new rules &amp; final dates of Skill-in-tg competition.</li> </ul>	IOAC <i>[Signature]</i> 19/11/2018																																											
		<ul style="list-style-type: none"> <li>Schedule for B.Ed. &amp; M.Ed. (all semesters) internal practical was finalized.</li> </ul>																																												

A staff meeting was held in Principal

Office on 7<sup>th</sup> March, 2019 at 12:00 noon.

Date	Agenda of Meeting	Decisions Taken
7 <sup>th</sup> March, 2019	<ul style="list-style-type: none"> <li>Measures to be adopted to enhance B.Ed. and M.Ed. admissions.</li> <li>Utilization of all the effective modes of advertisement for promotion of admissions.</li> </ul>	<ul style="list-style-type: none"> <li>Various colleges were selected where teachers could visit to interact with students for admission and counselling.</li> <li>Staff members were asked to motivate and guide students about benefits of teaching career.</li> <li>It was decided that a detailed presentation which highlights the college features should be prepared.</li> </ul>

Signature of the Principal

Signature of the Staff Members

1. Dr Seema Chopra	Self
2. Dr Kiran Duggal	
3. Mrs. Pushpinder Kaur	
4. Dr Manjeet Kaur	
5. Dr Sarvjeet Kaur	
6. Dr Shalby	
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