

Draft Minutes of the Staff Council Meeting held on Thursday, 1st December, 2016.

A meeting of the Staff Council was held on 1st December 2016 at 1:00 P.M. in the library premises. 63 members were present. Chairman in the Council Dr. Pawan Kumar Sharma presided. Following are the decisions arrived at:

1. The minutes of the last meeting was confirmed.
2. Since college functions through its various committees, streamlining of its functioning required that a time frame be set for submission of the reports of the activities of the various committees.
3. Conveners of the committees related to Admissions, Academic Planning, Time- table, Prospectus, NSS, Art & Culture, Environmental awareness, Equal opportunity cell, Sports, PF, Gender sensitization, Girls' welfare, Fee concession, Special category enabling, Infrastructure, Placement cell, skill development, Purchase etc. presented a brief account of their past activities/ achievements as well as future plan of action.
4. Conveners of all the Committees are to submit a written account of their respective activities by 15th December 2016.
5. The infrastructure committee will take up the task of co-ordination with the principal of the morning college in regard to matters pertaining to development of infrastructure.
6. Teachers-in-charge of various departments of the college are to submit their respective teacher-wise work load by 7th December.
7. Members present made various observations / requests to streamline the functioning of the college. Teachers- in-charge of English and Hindi departments requested for introduction of discipline courses to stabilize their workload. Convener, time table committee, suggested that students should be asked to submit their preference/ choice of optional courses much before the actual commencement of a semester. Co-coordinator NAAC informed the House that the college has suggested three probable sets of date- February 1,2,3; March 1,2,3 and April 5,6,7 - for their visit. Librarian of the college emphasized the need to expand/ update the infrastructure facilities in the library. Members requested the chairman in council to expedite the process of promotion of faculty members whose promotion is due. Principal agreed to expedite the process.
8. The meeting ended with a vote of thanks to the chair.

S. Shekhar Singh
Secretary, Staff Council

P. Sharma
Chairman, Staff Council 12.12.16