

**State College of Teacher Education**

**Kohima: Nagaland**

***7<sup>th</sup> Faculty Meeting, 2021***

Time-11:00 am

Dated: 8<sup>th</sup> October, 2021

Members Present:

1. Dr. Elizabeth
2. Dr. Sandip
3. Dr. Runi
4. Mr. Mego
5. Ms. Temsutula
6. Ms. Anisha
7. Ms. Zhavi
8. Ms. Rokonuo

## MEETING MINUTES

1. As mandated by the Directorate of Higher Education, the teaching faculty will be required to sign in the Attendance Register.
2. The Fresher Social Programme will be held on the 18<sup>th</sup> October in offline mode in the college.
3. The classes will start from 20<sup>th</sup> October irrespective of incomplete admissions of the deputed in-service teachers.
4. Against the previous decision offering 3 optional papers for B.Ed 3<sup>rd</sup> semester, it has been reduced to 2 (1.Guidance and Counselling 2. Peace Education) as there were no takers for the 3<sup>rd</sup> optional paper.
5. Ms.Neizekhonuo will handle Course-1 (Childhood and Growing Up) since Ms. Khriezonuo getting another year of Study Leave Extension.
6. Dr. Bendang and Dr. Runi will share the Guidance and Counselling paper which was earlier assigned to Ms.Neizekhonuo.
7. Orientation of students to different papers will be done by the concern subject teachers on the 1<sup>st</sup> day of their class by taking few minutes before beginning the class.
8. For daily class transaction, the Blended mode will be used. The two semesters will attend offline & online classes alternately:

Semester	Offline Class Days	Online Class Days
B. Ed-III	Monday, Wednesday, Friday	Tuesday, Thursday, Saturday
B. Ed- I	Tuesday, Thursday, Saturday	Monday, Wednesday, Friday

9. The responsibility of Pre-Internship is given to Mr. Mego. The Pre-internship activity will be taken up next year as soon as when schools reopen.

10. The 1<sup>st</sup>, 3<sup>rd</sup> & 5<sup>th</sup> Saturdays will be working days to complete the course on time.
11. The Library committee will work out the modalities for maintaining SOP in effective use of the library.
10. Dr. Sandip will take the charge of activating the college Journal. The Editorial board and its members is will be finalized later.
11. Mr. Mego will introduce RRC to both the semesters in his class period.
12. Ms. Rose will get ready with the hostel admission requirements.
13. Mr. Mego and Keduo will be i/c of students' attendance.
14. NAAC Committee to meet on Every last Friday of the month.
15. The Art Project work of EPC-3 submitted by the students will be retained by the college.
16. Ms. Tiajungla will be the college bus i/c for 2021-2022.
17. The files of the different committees of the college will be submitted to the Principal.
18. Mr. Mego will become a member of RUSA Committee.
19. College will take all possible measures to ensure the safety of its students, faculty and the supporting staffs of the college by maintaining strict SOPs.
20. The members of various committees of the college has been reviewed which will be circulated later.

Dr. Elizabeth Walling  
Principal  
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