The Department meeting was held on 7 September, 2020 at 11:00pm. The following points were discussed

- 1. Work load for the session 2020-2021 was discussed and various papers were distributed among teachers. The work load was given to the time table committee.
- 2. Activities for the session were discussed. Due to Covid pandemic things were to be done online as the students were not coming to the college.
- 3. List was prepared for the purchase of class work material and instruments etc. after discussion.
- 4. MS teams of all the classes were made by the computer department and we assigned the students to various teams.

1. Shramja Munjal \$

2. Preeti Kaundal

3. Dr. Kusum

4. Poonam Thakur

Department meeting was held on 7 October 2020 at 11.00 AM to organize an activity on World Food Day (16th October, 2020) in association with department of Home science. It was planned to organize an inter departmental competition on Mushroom dish cooking competition and Poster making competition. It was planned to have all the activities in online mode. A lecture on "Microbes and Nannoencapsulation of Bioactive components" for the students of B.Sc III in association with Department of Microbiology and Biotechnology was planned. Teacher from department of Home science and of Microbiology and Biotechnology also attended the meeting.

- 1. Shramja Munjal
- 2. Preeti Kaundal
- 3. Dr. Kusum
- 4. Poonam Thakur
- 5. Reena Thakur
- 6. Dr. Navdeep Thakur
- 7. Shruti Gupta

Department meeting was held on 20 October, 2020 at 1:00pm. The following points have been discussed

- 1. The admission criteria for admission to M.Sc. Botany (2020-21) was discussed as no entrance exam was conducted by the HP university due to Covid pandemic. So it was decided by the department that we will have admission on Merit basis. (Marks obtained in B.Sc. III).
- 2. The notice for admission was put on college website and on social media in which last date for admission was decided as 30th November 2020.

1. Shramja Munjal

2. Preeti Kaundal

3. Dr. Kusum

4. Poonam Thakur

Departmental meeting was held on 3rd December 2020 to discuss the work load and time table for M.Sc. I and III semester as the admission process was complete. The paper were divided among the teachers and the classes were inserted in the time table of B.Sc. The classes were scheduled online on google meet platform.

Shramja Munjal
Preeti Kaundal
Dr. Kusum
Poonam Thakur

The Departmental meeting was held on 17 February, 2021 at 11.00 am to discuss an activity on Science Day (28th February, 2021). A talk was planned for the students of B.Sc. Medical and Non Medical. The lecture was scheduled online on google meet platform.

Shramja Munjal
Preeti Kaundah
Dr. Kusum
Poonam The land

4. Poonam Thakur