10th July, 2020

An online departmental meeting will be held on 13th July, 2020 at 2:30 p.m.

#### Agenda:

- 1. Admission process and subject combinations.
- 2. Distribution of workload.
- 3. Online teaching during the lockdown.

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An online meeting was held on 13th July, 2020, in which the following points were discussed:

- 1. To discuss the subject combinations for pass course and honours students.
- 2. Distribution of workload among the faculty members.
- 3. To introduce online teaching during the pandemic and the teaching methodology to be followed.

Dr. Anupama Tandon Tomar

Ms. Unnatti Chauhan

Ms. Swati Kapil

St. Bede 5 College Temomics Bepartment

27th July, 2020

A virtual departmental meeting will be held on 30th July, 2020 at 2:30 p.m.

## Agenda:

- 1. Online teaching through MS- Teams.
- 2. Keeping record of online attendance of students.
- 3. Activities to be organised throughout the year.

Dad

Dr. Anupama Tandon Tomar Unllege Associate Professor & HOD Bepartment Department of Economics

An online meeting was held on 30th July, 2020, in which the following points were discussed:

- 1. MS- Teams platform to be used for online classes.
- 2. Details of students to be forwarded to the Department of Computer Science for generating id and passwords for MS Teams.
- 3. A separate team to be made for each subject and students to be added in their respective subject teams.
- 4. Attendance for all classes to be downloaded on MS- Teams and attendance registers to be maintained.
- 5. Activities to be organised by the department throughout the year.

Dr. Anupama Tandon Tomar

Ms. Unnatti Chauhan St. Bede & College

Keonomics Bepartment ;

## 17th September, 2020

An online departmental meeting will be held on 18th September, 2020 at 3:00 p.m.

#### Agenda:

- 1. Progress of online teaching through MS- Teams.
- 2. Identification of slow and advanced learners in each class.
- 3. Special virtual lecture to be organised by the department.

Dad St. Bede & College

An online meeting was held on 18th September, 2020, in which the following points were discussed:

- 1. Progress of online teaching through MS- Teams.
- 2. Identifying slow learners and advanced learners in each class based on class tests, assignments, class interaction.
- 3. Additional classes to be conducted for slow learners and advanced learners to be provided with extra learning material to help improve their creativity.
- 4. Special virtual lecture on career counselling to be organised for the students.

Dr. Anupama Tandon Tomar

Ms. Unnatti Chauhan Tronomics Department

23rd September, 2020

A virtual departmental meeting will be held on 25th September, 2020 at 3:00 p.m.

## Agenda:

- 1. Syllabus covered so far.
- 2. Elections of class representatives.

3. Extra classes for slow learners.

St. Bede s College Kommies Bepartment

## Minutes of meeting

An online meeting was held on 25<sup>th</sup> September 2020, in which the following points were discussed:

- 1. Syllabus covered so far in all the classes, and performance of students in tests, quizzes and assignments.
- 2. List of irregular students to be submitted to HOD.
- 3. Elections to be conducted in each class for class representative.
- 4. Remedial classes to be started for slow learners from the month of October.

Dr. Anupama Tandon Tomar

Ms. Unnatti Chauhan

St. Bede's College

Apparamics Bepartment

#### 4th October, 2020

An online departmental meeting will be held on 7th October, 2020 at 3:00 p.m.

#### Agenda:

- 1. Re- opening of college for the faculty members.
- 2. Online teaching to be held from the college itself.
- 3. To celebrate International Day of Girl Child.

Dr. Anupama Tandon Tomar

## Minutes of meeting

An online meeting was held on 7th October, 2020, in which the following points were discussed:

- 1. College to be reopened for the faculty members, online teaching to continue on MS- Teams from the college itself.
- 2. Students can visit the department to clear their doubts.
- 3. Students cannot be forced to attend the classes offline.
- 4. Remedial classes for slow learners to be held every week.

5. Celebration of International Day of Girl Child by the department.

Dr. Anupama Tandon Tomar

Ms. Unnatti Chauhan

Dad

St. Bede s College Tronomics Bepartment

## 18th October, 2020

A departmental meeting will be held on 20<sup>th</sup> October, 2020 at 3:00 p.m. in the Department of Economics.

#### Agenda:

- 1. Inter departmental activity with the Department of Political Science.
- 3. Assignments to be given to students on Ms- Teams.

Dr. Anupama Tandon Tomartment

Associate Professor & HOD

**Department of Economics** 

## Minutes of meeting

A meeting was held on 20th October, 2020, in which the following points were discussed:

- 1. To finalise the topic for inter departmental activity with the department of Political Science.
- 2. To give advanced learners some additional responsibilities such as peer teaching, Power point presentations and other small projects.
- 3. Students to submit their assignments on MS- Teams itself.

4. Classes to continue online and offline simultaneously.

Dr. Anupama Tandon Tomar

Ms. Unnatti Chauhan St. Bede & College

Tronomics Reputitost Ms. Swati Kapil

## 9th February, 2021

A departmental meeting will be held on 10<sup>th</sup> February, 2021 at 3:00 p.m. in the Department of Economics.

#### Agenda:

- 1. Minor tests and syllabus for the minor tests.
- 2. Classes to be held online and offline simultaneously.

3. Topics for paper presentations.

Dr. Anupama Tandon Tomar

Associate Professor & HOD

**Department of Economics** 

A meeting was held on 10th February, 2020, in which the following points were discussed:

- 1. Syllabus covered so far, minor tests to be conducted in the month of February. The format of question paper and syllabus to be included was discussed.
- 2. Minor tests to be held in the college itself. Students to take permission from the principal for online minor tests.
- 3. Classes to continue online as well offline.
- 4. Topics for paper presentations to be held in the month of February and March.

Dr. Anupama Tandon Tomar

Ms. Unnatti Chauffan Rede & College

Tronomics Department

#### 23rd March, 2021

A departmental meeting will be held on 25<sup>th</sup> March, 2021 at 3:00 p.m. in the Department of Economics.

#### Agenda:

- 1. Material for the next issue of "Bedenomics".
- 2. Filling of CCA.
- 3. Invigilation and evaluation duties.

Dan St. Bede 5 College Tronomits Bepartment

A meeting was held on 25th March, 2020, in which the following points were discussed:

- 1. Material to be collected from each class for the next issue of the newsletter "Bedenomics".
- 2. Online assignments given to the students to be evaluated and discussed.
- 3. Online CCA to be filled for each class.
- 4. Discussion regarding evaluation and invigilation duties for each faculty member for the forthcoming session.
- 5. Evaluation of the overall performance of slow learners.

Dr. Anupama Tandon Tomar

Ms. Unnatti Chauhan Lede & College

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