

**MINUTES OF THE MEETINGS**

**Agenda:** Meeting regarding purchase of consumables.

**Date:** 08-07-2022

The Department of Psychology organised a meeting Chaired by Head of the Department (HOD), Mr. Mohit Kumar, at 9:30. The HOD informed the faculty that a budget is sanctioned for the consumable items therefore; we are required to prepare a list for consumables with respect to the practicals of all the three years of pass course and honours.



Mr. Mohit kumar (Asst. Prof. & HOD)



Ms. Jagriti (Asst. Prof.)



**MINUTES OF THE MEETINGS**

Agenda: To prepare a calendar for the Department of Psychology

Date: 09-07-2022

The Department of Psychology organised a meeting Chaired by Head of the Department (HOD), Mr. Mohit Kumar, at 9:30. Activities were planned and finalised for the session 2022-2023. These activities will be conducted throughout the session.

Mr. Mohit kumar (Asst.. Prof. & HOD)

Ms. Jagriti (Asst. Prof.)



MINUTES OF THE MEETINGS

**Agenda:** Meeting regarding assignment of duties for the Help Desk. **Date:** 23-07-2022

The Department of Psychology organised a meeting Chaired by Head of the Department (HOD), Mr. Mohit Kumar, at 11:30 AM. The HOD informed the teachers to be present in the help desk duty for admissions of the B.A. 1<sup>st</sup> Year students, as and when they are free from classes.

Mr. Mohit kumar (Asst. Prof. & HOD)

Ms. Jagriti (Asst. Prof.)

Ms. Akshita (Asst. Prof)



MINUTES OF THE MEETINGS

Agenda: To decide the activities for World Mental Health Day.

Date: 19-09-2022

The Department of Psychology organised a meeting Chaired by Head of the Department (HOD), Mr. Mohit Kumar, at 10:30 AM. The HOD informed us that the department will be celebrating Mental Health Week from 7<sup>th</sup> October in lieu of which the following activities will be conducted:

- i) Poster Making competition
- ii) Slogan Writing Competition

Also, we were informed that a cultural programme will be conducted by the students of Psychology on 10<sup>th</sup> October i.e. on World Mental Health Day in following sequence:

- i) Opening Prayer Dance
- ii) A skit
- iii) A quiz
- iv) A dance drama
- v) A motivational group song

Mr. Mohit Kumar (Asst. Prof. & HOD)

Ms. Jagriti (Asst. Prof.)

Ms. Akshita Dhiman (Asst. Prof.)



**MINUTES OF THE MEETINGS**

**Agenda:** To discuss and prepare the date sheet  
of the mid-term examination.

**Date:** 11-11-2022

The Department of Psychology organised a meeting Chaired by Head of the Department (HOD), Mr. Mohit Kumar, at 10:30 AM. The HOD informed the faculty members to prepare date sheet of their respective courses as per the time-table for mid-term examination and then submit the same to him on Monday so that it can then be circulated among students after verification.

Mr. Mohit Kumar (Asst. Prof. & HOD)

Ms. Jagriti (Asst. Prof.)

Ms. Akshita Dhiman (Asst. Prof.)



**MINUTES OF THE MEETINGS**

**Agenda:** To prepare a list of the academic and non-academic prizes **Date: 22-02-2023**

The Department of Psychology organised a meeting Chaired by Head of the Department (HOD), Mr. Mohit Kumar, at 10:30 AM. The agenda of the meeting was to prepare a list of all the students securing 1<sup>st</sup> and 2<sup>nd</sup> position in Psychology and any extra-curricular activity for the previous and present session respectively.

Mr. Mohit Kumar (Asst. Prof. & HOD)

Ms. Jagriti (Asst. Prof.)

Ms. Akshita Dhiman (Asst. Prof.)



**MINUTES OF THE MEETINGS**

**Agenda:** To prepare the practical examination date sheet

**Date:** 13-03-2023

The Department of Psychology organised a meeting Chaired by Head of the Department (HOD), Mr. Mohit Kumar, at 10:30 AM. Dates and timings of the annual practical examination of B.A Psychology Honours and Pass Course students were finalized in the meeting.

Mr. Mohit Kumar (Asst. Prof. & HOD)

Ms. Jagriti (Asst. Prof.)

Ms. Akshita Dhiman (Asst. Prof.)



**MINUTES OF THE MEETINGS**

**Agenda:** To discuss the workload for the session 2023-2024.

**Date:** 21-04-2023

The Department of Psychology organised a meeting chaired by Head of the Department (HOD), Mr. Mohit Kumar, at 10:30 AM. The workload for the session 2023-2024 was discussed and all the courses of B.A. Pass Course and Honours along with the periods required for lectures and practicals were added in the workload.



Mr. Mohit Kumar (Asst. Prof. & HOD)



Ms. Jagriti (Asst. Prof.)



Ms. Akshita Dhiman (Asst. Prof.)