

Minutes of the Meeting

Date: 14/06/2018

The members of the department met in the lunch hour and discussed various matters and resolved the following

- \* Doubt analysis of the students
- \* Admission campaigning - Students admissions
- \* Bridge course framing & conducton
- \* Work load sharing
- \* Remedial classes to backward students

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## Staff Meeting - Resolutions

Date:- 21/11/2018

The staff members of the department met in the lunch hour and discussed various matters and resolved the following:

- \* Revision of lessons
- \* Work load share of I, II & III semesters.
- \* Adoption of cluster papers and their distribution among the staff members
- \* Planning of 8th - exams
- \* Planning of various departmental activities
- \* Remedial classes to the backward students
- \* Cluster project work
- \* Consulting to the University entrance exams.

Smt. A. D.

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