

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- January, 2017

Month	Date	Agenda	Minutes
January	03.01.17	1. Completion of syllabus 2. Discussion on lesson plan 3. Arrangement of Practical classes	1. Decision has taken about how to complete the syllabus of odd semester within time frame. 2. A details discussion about syllabus of odd semester and lesson plan was prepared for odd semester. 3. Discussed and decision has taken to arrange labs for the new practical classes.

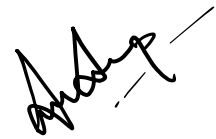


HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- February, 2017

Month	Date	Agenda	Minutes
February	03.02.17	1. Class test 2. Students performance	1. Decision has been taken about date of online class test of covered syllabus of odd semester. 2. Discussion on how to guide students to harness their best performance in class tests.



HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- March, 2017

Month	Date	Agenda	Minutes
March	03.03.17	1. Extension lecture 2. Seminar/workshop	1. Decision has made about extensive revision class of covered syllabus of odd semester. 2. Discussion about organizing students class seminars were made.



HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- April, 2017

Month	Date	Agenda	Minutes
April	03.04.17	1. Class test 2. Practical classes	1. Decision has been taken about date of online class test and preparation of question paper. 2. Assessment of ongoing practical classes and arrangements were also made to take an online practical class test.



HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- May, 2017

Month	Date	Agenda	Minutes
May	03.05.17	1. Programs	1. A details discussion about observation of different Departmental programs.



HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- June, 2017

Month	Date	Agenda	Minutes
June	05.06.17	1. Arrangement of Practical labs.	1. Decision was taken to arrange labs for upcoming Univ. Semester Practical Exams.




HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- July, 2017

Month	Date	Agenda	Minutes
July	03.07.17	<ol style="list-style-type: none">1. Completion of syllabus2. Discussion on lesson plan3. Arrangement of Practical classes	<ol style="list-style-type: none">1. Decision has taken about how to complete the syllabus of even semester within time frame.2. A details discussion about syllabus of even semester and lesson plan was prepared for even semester.3. Decision has taken to arrange labs for the new practical classes.



HoD, Human Physiology

**Department of Human Physiology
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Departmental Meeting- August, 2017

Month	Date	Agenda	Minutes
August	03.08.17	1. Class test 2. Students performance	1. Decision has been taken about date of online class test of covered syllabus of odd semester. 2. Discussion on how to guide students to harness their best performance in class tests.



HoD, Human Physiology

**Department of Human Physiology
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Departmental Meeting- September, 2017

Month	Date	Agenda	Minutes
September	04.09.17	1. Extension lecture 2. Seminar/workshop	1. Decision has made about extensive revision class of covered syllabus of odd semester. 2. Discussion about organizing students class seminars were made.



HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- October, 2017

Month	Date	Agenda	Minutes
October	03.10.17	1. Class test 2. Practical classes	1. Decision has been taken about date of online class test and preparation of question paper. 2. Assessment of ongoing practical classes and arrangements were also made to take an online practical class test.



HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- November, 2017

Month	Date	Agenda	Minutes
November	03.11.17	1. Field visits	1. A meeting was held to discuss about educational field visit/diet survey. We decided to visit the nearby households of our College, Lembucherra.

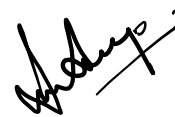


HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- December, 2017

Month	Date	Agenda	Minutes
December	04.12.17	1. Arrangement of Practical labs.	1. Decision was taken to arrange labs for upcoming Univ. Semester Practical Exams.



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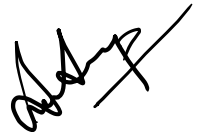


HoD, Human Physiology

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Departmental Meeting- February, 2018

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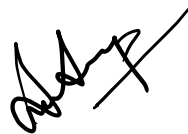


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Departmental Meeting- April, 2018

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HoD, Human Physiology

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Departmental Meeting- May, 2018

Month	Date	Agenda	Minutes
May	03.05.18	1. Programs	1. A details discussion about observation of different Departmental programs.




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Departmental Meeting- June, 2018

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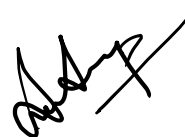


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Departmental Meeting- July, 2018

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July	05.07.18	<ol style="list-style-type: none">1. Completion of syllabus2. Discussion on lesson plan3. Arrangement of Practical classes	<ol style="list-style-type: none">1. Decision has taken about how to complete the syllabus of even semester within time frame.2. A details discussion about syllabus of even semester and lesson plan was prepared for even semester.3. Decision has taken to arrange labs for the new practical classes.



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HoD, Human Physiology

**Department of Human Physiology
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Departmental Meeting- November, 2018

Month	Date	Agenda	Minutes
November	05.11.18	1. Field visits	1. A meeting was held to discuss about educational field visit/diet survey. We decided to visit the households of Rajghat village, Melaghar from Sipahijala District of Tripura. The event was fixed on 10 th November, 2018.



HoD, Human Physiology

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Departmental Meeting- December, 2018

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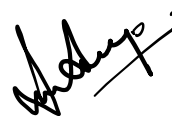


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Departmental Meeting- September, 2019

Month	Date	Agenda	Minutes
September	05.09.19	1. Extension lecture 2. Seminar/workshop	1. Decision has made about extensive revision class of covered syllabus of odd semester. 2. Discussion about organizing students class seminars were made.



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Departmental Meeting- October, 2019

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HoD, Human Physiology

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Departmental Meeting- November, 2019

Month	Date	Agenda	Minutes
November	04.11.19	1. Field visits	1. A meeting was held to discuss about educational field visit/diet survey. We decided to visit the villages of Dhalabil area of Khowai sub-division.



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HoD, Human Physiology

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Departmental Meeting- January, 2020

Month	Date	Agenda	Minutes
January	03.01.20	<ol style="list-style-type: none">1. Completion of syllabus2. Discussion on lesson plan3. Arrangement of Practical classes	<ol style="list-style-type: none">1. Decision has taken about how to complete the syllabus of odd semester within time frame.2. A details discussion about syllabus of odd semester and lesson plan was prepared for odd semester.3. Discussed and decision has taken to arrange labs for the new practical classes.



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February	03.02.20	1. Class test 2. Students performance	1. Decision has been taken about date of online class test of covered syllabus of odd semester. 2. Discussion on how to guide students to harness their best performance in class tests.



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Month	Date	Agenda	Minutes
March	03.03.20	1. Extension lecture 2. Seminar/workshop	1. Decision has made about extensive revision class of covered syllabus of odd semester. 2. Discussion about organizing students class seminars were made.



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Departmental Meeting- April, 2020

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April	03.04.20	1. Class test 2. Practical classes	1. Decision has been taken about date of online class test and preparation of question paper. 2. Assessment of ongoing practical classes and arrangements were also made to take an online practical class test.



HoD, Human Physiology

**Department of Human Physiology
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Departmental Meeting- May, 2020

Month	Date	Agenda	Minutes
May	04.05.20	1. Programs	1. A decision was made about organize an invited lecture on International Day against drug abuse and illicit trafficking. Committee and programme schedule were prepared.



HoD, Human Physiology

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Departmental Meeting- June, 2020

Month	Date	Agenda	Minutes
June	03.06.20	1.Extracurricular activities:	1. A decision was made to conduct different extracurricular activities like quiz, singing competition, etc.




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July	03.07.20	<ol style="list-style-type: none">1. Completion of syllabus2. Discussion on lesson plan3. Arrangement of Practical classes	<ol style="list-style-type: none">1. Decision has taken about how to complete the syllabus of odd semester within time frame.2. A details discussion about syllabus of even semester and lesson plan was prepared for even semester.3. Decision has taken to arrange labs for the new practical classes.



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August	03.08.20	1. Class test 2. Students performance	1. Decision has been taken about date of online class test of covered syllabus of odd semester. 2. Discussion on how to guide students to harness their best performance in class tests.



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Departmental Meeting- September, 2020

Month	Date	Agenda	Minutes
September	03.09.20	1. Extension lecture 2. Sports	1. Decision has made about extensive revision class of covered syllabus of odd semester. 2. Decision was taken to motivate the students to participate in college annual sport event and other sport events.

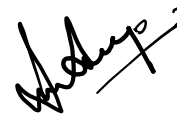


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Departmental Meeting- November, 2020

Month	Date	Agenda	Minutes
November	03.11.20	1.Field visits	1. A meeting was held to discuss about educational field visit/diet survey. It was decided to postpone the field visit this time due to the prevailing pandemic situation.



HoD, Human Physiology

**Department of Human Physiology
Holy Cross College, Agartala**

Departmental Meeting- December, 2020

Month	Date	Agenda	Minutes
December	03.12.20	1. Seminar/webinar 2. Arrangement of Practical labs.	1. Details discussion on virtual seminar or webinar. 2. Decision was taken to arrange labs for upcoming Univ. Semester Practical Exams.

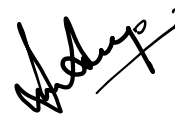


HoD, Human Physiology

**Department of Human Physiology
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Departmental Meeting- January, 2021

Month	Date	Agenda	Minutes
January	04.01.21	<ol style="list-style-type: none">1. Completion of syllabus2. Discussion on lesson plan3. Arrangement of Practical classes	<ol style="list-style-type: none">1. Decision has taken about how to complete the syllabus of odd semester within time frame.2. A details discussion about syllabus of odd semester and lesson plan was prepared for odd semester.3. Discussed and decision has taken to arrange labs for the new practical classes.



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Departmental Meeting- March, 2021

Month	Date	Agenda	Minutes
March	03.03.21	1. Extension lecture 2. Field visits	1. Decision has made about extensive revision class of covered syllabus of odd semester. 2. A meeting was organized with student to discuss about Diet Survey. This time due to pandemic we are limited to the nearby villages of our campus.



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April	05.04.21	1. Class test 2. Seminar/workshop	1. Decision has been taken about date of online class test and preparation of question paper. 2. Discussion about organizing students class seminars were made.



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Departmental Meeting- May, 2021

Month	Date	Agenda	Minutes
May	03.05.21	1. Programs	<ol style="list-style-type: none">1. A details discussion about observation of program on the occasion of World environment day. Committee and programme schedule were prepared.2. A decision was made about organize a program on International Day against drug abuse and illicit trafficking. Committee and programme schedule were prepared.3. Resource person Dr. Sandeep Acharjee, Asst. Prof & HoD, Botany Dept, Ramkrishna Mahavidyalaya, Kailasahar was formerly invited.



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Departmental Meeting- June, 2021

Month	Date	Agenda	Minutes
June	03.06.21	1. Extracurricular activities: e.g.- quiz, debate, Song, dance etc.	<ol style="list-style-type: none">1. A decision was made to conduct different extracurricular activities like inter-Department quiz competition, debate.2. Also to conduct intra-Departmental song and dance competition among our students.3. It was decided to organize an online 'Alumni meet'.



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