

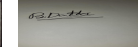
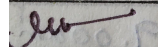
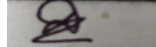
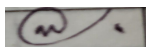
B.Ed Dept. Meeting Details
Department of Teacher Education
Holy Cross College
Agartala, Tripura (W)

Meeting Minutes 12th January, 2017

The meeting was held on 12th January, 2017 in the, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Emmanuel CSC, principal of the college. The following matters were discussed in the meeting.

A meeting was conducted with the presence of Fr. Emmanuel to discuss the following points:-

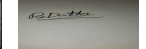
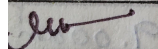
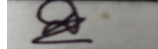
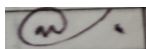
- Distribution of syllabus and procedure of assignments Evaluation.
- Tour to Kerala and the number of teachers to accompany the students
- Tour procedures
- Admission procedures for New Session
- Arrangement of program schedule for 26th January, Republic Day celebration.



Meeting Minutes 17th February, 2017

The meeting was held on 17th February, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Emmanuel CSC, principal of the college. The following matters were discussed in the meeting.

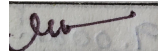

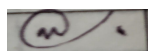
- Submission of internal exam question papers by the month of March
- Classes of New academic session to be started from the month of July
- Planning for Picnic
- Discussion was made on writing articles and publishing papers



Meeting Minutes 15th March, 2017

The meeting was held on 15th March, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Emmanuel CSC, principal of the college. The following matters were discussed in the meeting.

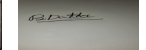
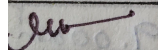
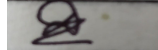
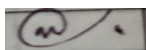
- Teachers to be punctual to the college
- Be on time to the class
- Medium of instruction in the class be English
- Do not be partial with any students
- Submission of assignments by the students on the given dates.



Meeting Minutes 25th March, 2017

The meeting was held on 25th March, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by, Dr. Fr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

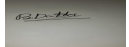
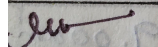
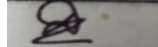


- Submission of Internal Marks
- Semester wise exam form fill-up
- Picnic for sem-I & IV to Khowi
- Preparation of picnic
- Preparation for the new upcoming batch students and their welcoming.
- Farewell for the 4th Semester students



Meeting Minutes 22nd May 2017

The meeting was held on 22nd May, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by, Dr. Fr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

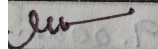
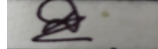
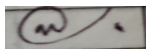
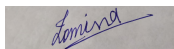
- Discussion of syllabus
- Distribution of syllabus among the teachers
- Activities for the new comers
- Responsibilities of teachers



Meeting Minutes 2nd June, 2017

The meeting was held on 2nd June, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by, Dr. Fr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting: _

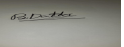
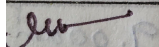
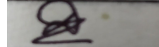
- Welcoming of the new comers
- Orientation for the new students
- Study leave for the existing batch students
- Teaching practice
- Selection of schools for teaching practice
- Selection supervisors for schools
- Approaching various schools for teaching practice
- Holidays after the semester exams



Meeting Minutes 22nd June, 2017

The meeting was held on 22nd June, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by, Dr. Fr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting:-

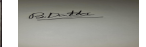
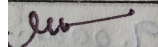
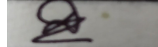
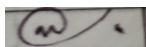
- Teaching practice to be conducted in schools
- Date of teaching practice from which month to which month (from 24th July 2017)
- Attendance of school teaching practice students
- Supervisors responsibilities in schools
- Classes for the existing semester students in the college



Meeting Minutes 27th July, 2017

The meeting was held on 27th July, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by, Dr. Fr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting:-

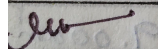
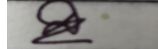
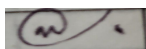
- Discussed about the Independence day celebration
- Responsibilities of teachers for the Independence day
- Programs for the Independence day
- Flag hoisting timing



Meeting Minutes 10th August, 2017

The meeting was held on 10th August, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by, Dr. Fr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Assignments for semester wise students
- Internal exam dates
- Campus picnic for the students
- Community service for the students of sem-I to an Orphanage
- Things to be contributed for the community service
- Activities to be done for the community service
- In charge teachers for the community service
- Celebration of teachers Day

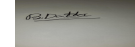
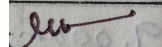
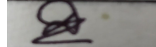
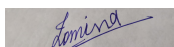


Meeting Minutes 15th September, 2017

The meeting was held on 15th September, 2017 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by, Dr. Fr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting:-

During the meeting the following things were discussed during the meeting today:-

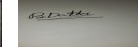
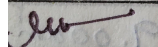
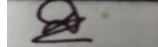
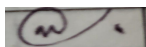
- Internal exams dates
- Final teaching practice dates in the month of October
- Submission dates of question papers for internal exams
- Assignment marks criteria's



Meeting Minutes 12 October 2017

The meeting was held on 12th October, 2017 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

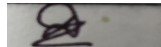
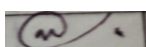
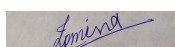
- Discussion was made on Final Examination of Semester – I & III
- It was decided in the meeting that Asst. Prof. Mainak Manjumdar, Holy Cross College, Dept. of Teacher Education will be the Examination – in Charge for the Final Examination of Semester – I & III.
- Discussion was made on Puja Vacation.
- All the faculty members were instructed to submit Internal Marks of their respective papers by the first week of December.



Meeting Minutes 16th November 2017

The meeting was held on 16th November 2017 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

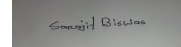
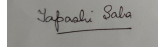
- Discussed on semester exams
- Submission of internal marks to university
- Discussed on Christmas celebration
- Exam hall arrangement
- Internal exams



Meeting Minutes – 15th January, 2018

The meeting was held on 15th January, 2018 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

- Distribution of syllabus and procedure of assignments Evaluation.
- Reshuffling of Mentoring groups.
- Admission procedures for New Session (2018 – 2020) students.
- Display of Learning Boards.
- Arrangement of program schedule for 26th January, Republic Day celebration.



Meeting Minutes – 21st February, 2018

The meeting was held on 21st February, 2018 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

- Submission of Question Papers by 15th March, 2018.
- Entrance Exam for New session on 21st April 2018.
- Classes of New Session will be started from 18th June 2018.
- Planning for Picnic.
- Discussion was made on the subscription of Journals.
- It was decided in the meeting that Mrs. Tapashi Saha, Asst. Prof., Dept. of Teacher Education, HCC will be the Joint Convener of the National Conference.

Lomina

Joy Das.

Tapashi Saha

Sacajit Biswas

Meeting Minutes – 2nd April, 2018

The meeting was held on 2nd April, 2018 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

- Submission of Internal Marks -15th May, 2018 .
- Examination Form fill-up of 2nd Semester and 4th Semester students will be on 4th May, 2018.
- Result of Entrance Exam for New session will be declared on 5th May, 2018.
- Classes of New Session will be started from 18th June 2018.
- Farewell for the 4th Semester students will be on 18th May, 2018.
- Exit Interview with the 4th Semester students will be on 10 May, 2018.

Lomina

[Signature]

[Signature]

Joy Das.

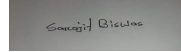
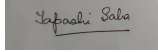
Jyoti Saha

Suresh Biswas

Meeting Minutes – 14th April, 2018

The meeting was held on 14th April, 2018 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

- It was decided in the meeting that study leave for the students of 4th Semester and
- 2nd Semester will be from 15th May, 2018.

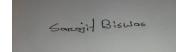
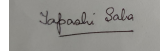


Meeting Minutes – 16th May, 2018

The meeting was held on 16th May, 2018 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

	• College timing will be from 9 a.m to 4 p.m.	
Class	9 a.m. to 9.15 a.m. – Assembly,	9.20 a.m. to 12.15 p.m. – 1st
Break	10.40 a.m. to 11.00 a.m. – Break	12.15 p.m. to 1.00 p.m. – Lunch
	1p.m. to 3.3.15 p.m. – 2 nd Class	Break – 2.00 p.m. to 2.15 p.m.

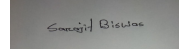
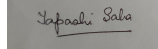
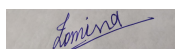
- Syllabus has been divided among the faculty members.
- Themes for board decoration will be prepared by Ms. Sukanya Bharracharjee & Mr. Sarajit Biswas.
- Micro – teaching for 3rd Semester will be from 24th June to 24th July, 2018.
- Practice Teaching for 3rd Semester students will be will be at the end of July, 2018.
- Learning boards will be prepared by the students after the completion of the 5 days class.



Meeting Minutes – 27th July, 2018

The meeting was held on 27th July, 2018 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

- Program Schedule of 15th August 2018.
- It was decided in the meeting that there will be a competition of Singing / Dancing on 15th August, 2018.
- A Three Days Conference will be organized by Dept. of Teacher Education, Holy Cross College from 16th Nov. – 18th, 2018.
- Discussion was made on Semester Exams on December, 2018.



Meeting Minutes – 29th August, 2018

The meeting was held on 29th August, 2018 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

- Discussion was made on Practice Teaching Feedback from faculty members.
- Proposed date of Semester – I & Semester - III was suggested on December 1st week.
- Discussion was made on Student – teachers’ participation in sports activities.
- It was decided in the meeting that 1st Semester B.Ed. trainees can use top – boards for board works
- All the faculty members have to prepare question papers of respective units they teach to submit Fr. Paul, Director, Dept. of Teacher Education. Holy Cross College.
- Discussion was made on Teacher’s Day Celebration on 14th September, 2018.

Lomina

Joy Das.

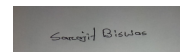
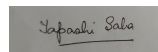
Jyoti Saha

Suresh Biswas

Meeting Minutes – 3rd October, 2018

The meeting was held on 3rd October, 2018 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

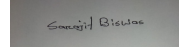
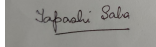
- Discussion was made on Final Examination of Semester – I & III, which will be from 6th December to 14th December, 2018.
- It was decided in the meeting that Ms. Sukanya Bhattacharjee, Asst. Prof., Holy Cross College, Dept. of Teacher Education will be the Examination – in Charge for the Final Examination of Semester – I & III, which will be from 6th December to 14th December, 2018.
- Discussion was made on Puja Vacation from 15th Oct. - 26th Oct. and Study Leave from 31st November.
- All the faculty members were instructed to submit Internal Marks of their respective papers by the first week of December.



Meeting Minutes – 7th January, 2019

The meeting was held on 7th January, 2019 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

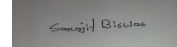
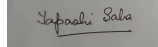
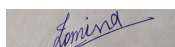
- College timing for the January, 2019 will be from 10 a.m.to 5 p.m.
- Classes for Semester – II and Semester – IV will be started from 10th January, 2019.
- Faculty members have to maintain a file for the internal marks of the students of both the semesters (Semester – I and Semester – IV).
- Community service will be taken as a part of a for both the semesters..
- Syllabus was distributed among the faculty members.



Meeting Minutes – 21st January, 2019

The meeting was held on 21st January, 2019 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

- Discussion was made on TET Preparation for Semester – IV students which will be started from 28th January, 2019 after lunch break. Before lunch two classes will be there each class will be for 1Hr. 30 mins. After 1Hr. 30 mins. 10 mins. break will be there in between two classes.
- Discussion was made on the planning of 26th January celebration.
- It was decided in the meeting that school observation for Semester – II will be from 7th February to 9th March.
- Discussion was made on the planning of picnic with the students of both the semesters and it was decided that Ms. Sukanya Bhattacharjee, Asst. Prof., and Mr. Sarajit Biswas Asst. Prof. Holy Cross College, Dept. of Teacher Education will be In – Charge of taking care the responsibilities of picnic..



Meeting Minutes – 25th January, 2019

The meeting was held on 25th January, 2019 in the chamber of Director, Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Fr. Dr. Paul Pudussery, Director, Dept. of Teacher Education. The following matters were discussed in the meeting.

- Discussion was made on the program schedule and arrangement of different competitions on 26th January celebration.
- List of schools with respective faculty member of supervision was decided in the meeting. The list of schools with supervisor's name is as follows:

Holy Cross School – Dr. Tomina N.S.

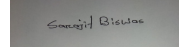
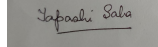
St. Pauls School – Ms. Sukanya Bhattacharjee

Sri Sri Ravi Sankar Vidyamandir – Mr. Joy Das

Ma Anandamayee Vidyapeeth – Ms. Tapasi Saha

Tripureswari Vidyamandir – Mr. Sarajit Biswas

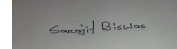
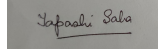
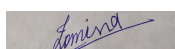
Don Bosco School – Ms. Chhanda Debnath.



Meeting Minutes – 4th February, 2019

The meeting was held on 4th February, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

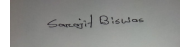
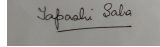

- The school observation for sem-II students
- How to go ahead with their attendance.
- In the meeting it was decided that once in a week the students would come back to the department and report their experience along with their juniors.



Meeting Minutes – 28th February, 2019

The meeting was held on 28th February, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

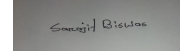
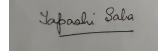
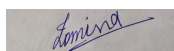
- Celebrations of Holi and International women's day
- The teachers were made in charges of the programs and students were allotted time for their practice for women's day.
- It was also discussed that the students will have to participate in sports activities as well and Ast.Prof.Sarajit Biswas, Ast.Prof.Christopher Gerald and Ast.Prof.Joy Das were made in charges of these competitions.



Meeting Minutes – 15th March, 2019

The meeting was held on 15th March, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

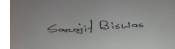
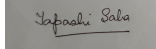
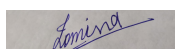
- Class picnic for both the batches of students.
- A campus picnic was decided where the students would be allowed to cook their own and all the responsibilities will be taken up by themselves including shopping.
- Ast.Prof.Sarajit Biswas was the in charge of the picnic which was held on 18th March.



Meeting Minutes – 29th March, 2019

The meeting was held on 29th March, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

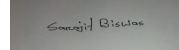
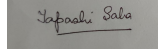
- A meeting was conducted to discuss about the upcoming internal exams and assignments.
- The dates of assignments to be decided for the month of April and internal exams for the month of May.
- Guidelines and criteria's were planned during the meeting.
- Classes after internal exams were discussed.



Meeting Minutes – 5th April 2019

The meeting was held on 5th April, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

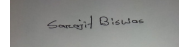
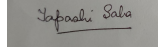
- Various subject boards and theme boards
- The teacher in charges of theme boards to prepare the themes and send to the students for the preparation of the boards.
- It was decided that after each theme board decoration two judges from outside will judge the decoration of the theme board and allot them the grades to put the ranking.



Meeting Minutes – 26th April 2019

The meeting was held on 26th April, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- During this meeting we decided to plan the final date of internal exams and students study leave.
- We also discussed about the attendance, creativity and punctuality of the students.
- If any one is facing any problem in teaching learning also discussed.



Meeting Minutes – 3rd May 2019

The meeting was held on 3rd May 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Today we discussed about the submission of assignments and exam related matters.
- Name of the exam in charge was selected.
- Updates about the subject board also brought in discussion and how to maintain it.

Tomina

Joy Das.

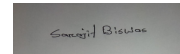
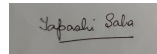
Jyoti Saha

Sudip Biswas

Meeting Minutes – 24th May 2019

The meeting was held on 24th May, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

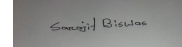
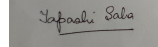

- During this meeting we discussed about the study leave and farewell of sem-IV students.
- Responsibility of each teacher was also decided.
- Discussed about the invitation of Principal and vice principal for the program.
- Decided about the exam hall arrangements and the needed items for the exams to be brought from the university.



Meeting Minutes – 7th June 2019

The meeting was held on 7th June, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- School teaching practice of the Sem-III students
- Welcoming of the new batch students
- Break for the staff after exam
- Date of resuming the classes after the break



Meeting Minutes – 17th July 2019

The meeting was held on 7th June, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Date to send the students to schools for teaching practice
- Selection of schools for teaching practice
- Selection of supervisors for schools to observe the teaching practice
- Attendance of teacher trainees
- Approval of Lesson plans

Tomina

EP

02.1.19

Joy Das

Lakshmi Saha

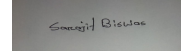
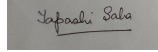

Sumanjit Biswas

Meeting Minutes – 2nd August 2019

The meeting was held on 2nd August, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

The following points were discussed in the meeting today along with the entire staff:-

- Preparation of Independence day
- Progress of teaching practice
- Preparation and submission of question papers for internal exams in coming months



Meeting Minutes – 23rd August 2019

The meeting was held on 23rd August, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Final date for submission of internal exam question papers.
- Allotment of marks and the criteria's to be set
- Preparation of teachers day celebration

Tomina

Joy Das

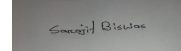
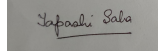
Jyoti Saha

Sanjit Biswas

Meeting Minutes – 6th September 2019

The meeting was held on 6th September, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

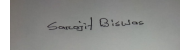
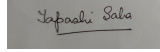
- Progress of teaching practice
- Attendance of teacher trainees
- Progress of new comers
- Remind the students about assignments during the teaching practice



Meeting Minutes –26th September 2019

The meeting was held on 26th September, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Final teaching practice dates
- Internal for the final teaching practice
- Allotment of marks to teacher trainees
- Puja holidays



Meeting Minutes –14th October 2019

The meeting was held on 14th October, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Final teaching practice
- Arrangement of examiners refreshment
- Preparation and necessary things for the final teaching practice
- Internal exams for both sem-I & III

Tomina

Joy Das

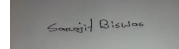
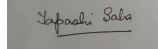
Jyoti Saha

Sumanjit Biswas

Meeting Minutes –16th November 2019

The meeting was held on 14th October, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- College fest i.e. Tejas.
- At the meeting it was decided a choreographer will be hired to train the students for the program.
- Also discussed about the internal exams and marks distribution revision of subjects, study leave and final teaching practice.



Meeting Minutes –18th November 2019

The meeting was held on 18th November, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Regarding final exams and paper valuation as well as about a community service which is compulsory for the sem-1 students.
- Teachers suggested what could be done regarding the community service and for whom and where we could render our service.
- It was decided to go and visit the mental hospital at Narsingarh near Agartala airport with sem-1 and III students.
- The students were asked to write a report on the experience of their visit.

Tomina

Joy Das.

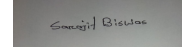
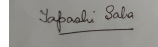
Jyoti Saha

Sacchid Biswas

Meeting Minutes –21st November 2019

The meeting was held on 21st November, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Subject distribution
- Reshuffling of different groups
- Submission of internal marks



Meeting Minutes –5th December 2019

The meeting was held on 5th December, 2019 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Submission of internal marks and upcoming final exams.
- It was also discussed about the holidays of teachers and who will take leave on which day to which day. So alternatively holidays were fixed for the teachers.

Tomina

Joy Das

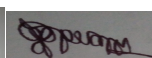
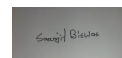
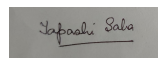
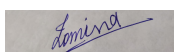
Jyoti Saha

Sanjay Biswas

Meeting Minutes –20th January 2020

The meeting was held on 21st January, 2020 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:

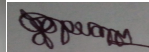
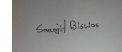
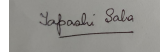
- A meeting was conducted to discuss about the activities of the month specially for the Republic Day.
- Each teacher was given responsibility for different programs on the day.
- It was also decided about the school observation of the students and permission from the school authorities for the same.



Meeting Minutes –27th January 2020

The meeting was held on 27th January, 2020 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:

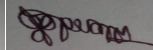
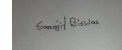
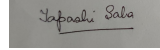
- School observation by the sem-II students for one month
- Supervisors to go to the schools
- From 3rd Feb to 28th February the dates were fixed for the purpose of school observation.



Meeting Minutes –11th February 2020

The meeting was held on 11th February, 2020 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

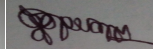
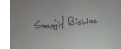
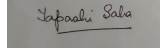
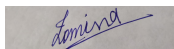
- In this meeting the teachers reported about the ongoing school observation and activities.
- The problems faced during school observation was discussed.



Meeting Minutes –24th February 2020

The meeting was held on 11th February, 2020 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

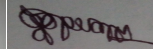
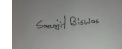
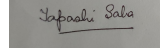
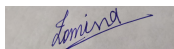
- Discussion about the conclusion of school observation
- Report submission of the activities done by the students in the school.



Meeting Minutes –2nd March 2020

The meeting was held on 2nd March, 2020 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

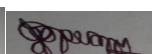
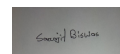
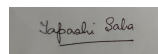
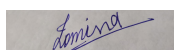
- Discussed about the progress of the classes going on or to find out if any one is facing any kind of problem in dealing with any students .
- Celebration of International women's day in the department and responsibilities were given to each teachers.
- Celebrating Holi also discussed and as per every ones suggestion we decided to get permission from the principal for the same.



Meeting Minutes –17th April 2020

The meeting was held online on 17th April, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Discussed about the class notes and ppts to being send to students and be in touch with them
- If any queries are there by the students should be met according to the seriousness of it.



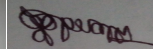
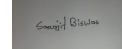
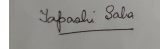
Meeting Minutes –1st May 2020

The meeting was held online on 1st May, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Discussed about the submission of the assignments by the students and to guide them if they find difficulty in submitting it online to individual teachers.
- It was also decided to give minus marks for those not submitting the work on time
- Every one set a different timing for submitting the assignments for the students.



Joy Das.



Meeting Minutes –15th May 2020

The meeting was held online on 15th May, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Discussed about the progress of the given works to the students
- We all unanimously decided to have frequent meetings to keep up the spirit and enthusiasm for work
- Regarding internal exams were also discussed.

Tomina

Joy Das

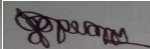
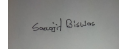
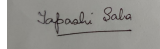

Lakshmi Saha

Sumitri Biswas

Meeting Minutes –18th June 2020

The meeting was held online on 15th May, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

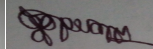
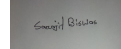
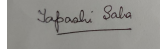
- Initial discussion about organizing a webinar in the department
- Progress of online classes
- Difficulties faced during the online classes
- Sending notes to the students
- Change of semester
- Semester exams



Meeting Minutes –3rd July 2020

The meeting was held online on 3rd July, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

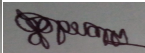
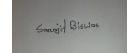
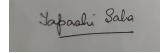
- Theme &title for the upcoming webinar
- Date of the webinar
- Responsibility of teachers and students during the webinar
- Progress of online classes



Meeting Minutes –25th July 2020

The meeting was held online on 25th July, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

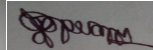
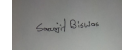
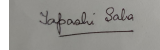
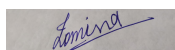
- Progress of the online classes
- Final discussion on webinar
- Responsibilities of teachers for webinar
- Whom to send out the invitations
- Date of invitation
- Final date to submit the abstract and full paper



Meeting Minutes –24th August 2020

The meeting was held online on 25th July, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- University exam dates (online)
- Internal exams
- How to go ahead with paper correction as per the guidelines of university
- Subject distribution for next semester
- Planning for new sem students
- Welcoming of new students
- Shifting of 3rd sem to 4th and 4th to 3rd



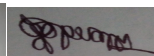
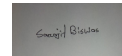
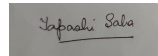
Meeting Minutes –9th September 2020

The meeting was held online on 9th September, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Upcoming examination of sem-IV students
- Sending of internal marks to the university
- Sending names of paper evaluators
- Criteria's for paper evaluation



Joy Das-

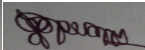
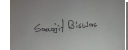
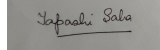
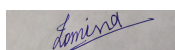


Meeting Minutes –16th October 2020

The meeting was held online on 16th October, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

Today during the online meeting the following points were discussed along with the faculty members:-

- Puja vacation
- College reopening for online classes
- Assignments and revision of syllabus



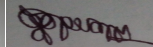
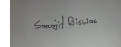
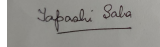
Meeting Minutes –20th November 2020

The meeting was held online on 20thth November, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Submission of assignments of sem-III & I
- Internal exams
- Submission of internal marks



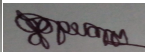
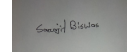
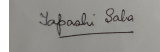
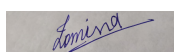
Joy Das-



Meeting Minutes –9th December 2020

The meeting was held online on 9th December, 2020 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

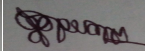
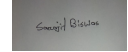
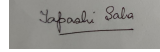
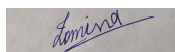
- Calling the students alternatively to the college semester wise
- Class timing for the students
- Discussion on various things on teaching learning



Meeting Minutes –2nd January 2021

The meeting was held online on 2nd January, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

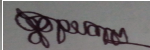
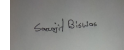
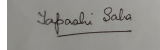
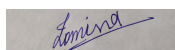
- Republic day celebration
- Responsibilities to teachers and students
- Program schedule



Meeting Minutes –25th January 2021

The meeting was held on 25th, January 2021 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

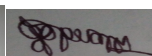
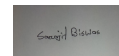
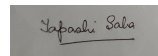
- Final planning of the Republic Day celebration
- Timings of flag hoisting
- Arrangements of thing for the program



Meeting Minutes –27th January 2021

The meeting was held on 27th, January 2021 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

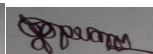

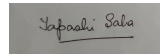
- Class assembly
- Collecting back the attendance sheet from the classes
- Group mentoring
- Theme board
- Internal exam
- Submission of new students Registration form to the university
- Dress code for the students
- Submission dates of assignments
- Absentees list
- Selection of class CR's



Meeting Minutes –15th February 2021

The meeting was held on 15th, February 2021 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

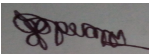
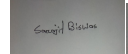
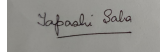
- Internal exam dates to be fixed from 1st to 8th March
- Date of question paper submission
- Submission of Internal marks



Meeting Minutes –16th March 2021

The meeting was held on 16th, March 2021 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Exam in charge
- Submission of internal marks
- Exam hall arrangement
- Exam requirements



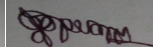
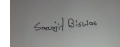
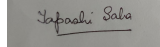
Meeting Minutes –30th March 2021

The meeting was held on 30th, March 2021 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Syllabus discussion
- Time table setting
- Community service
- Picnic and tour for students
- Selection of schools for teaching practice
- Uniform for students



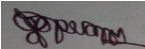
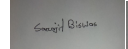
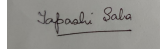
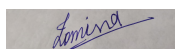
Joy Das-



Meeting Minutes –8th April 2021

The meeting was held on 8th, April 2021 in the Dept. of Teacher Education, Holy Cross College, Agartala. The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

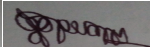
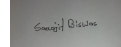
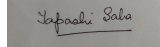
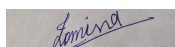
- NAAC preparation
- Add on course
- Connecting with the alumni
- Starting of teaching practice for final year students
- How to go ahead with the teaching practice



Meeting Minutes –24th May 2021

The meeting was held online on 24th May, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

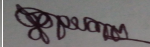
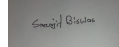
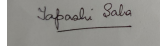
- Online competitions to be conducted
- In charge teachers
- Number of items to be included
- What are the items to be included for the competitions
- Judges for the competitions
- Responsibilities of teachers for the competitions
- Dates of competitions
- Invitation to the judges
- Theme of each competitions
- Criteria's for marking each item
- Number of days for competitions



Meeting Minutes –1st June 2021

The meeting was held online on 1st June, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

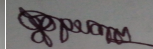
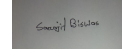
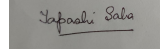
- Information to the students regarding classes during the days of competitions
- Criteria's regarding each competitions
- Marking system
- Timing for each competitions
- Connecting with the link for the competitions
- Practice of MC & VT



Meeting Minutes –25th June 2021

The meeting was held online on 25th June, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

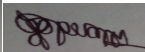
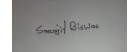
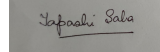

- NCTE visit to the department
- Cleaning and setting of the college before the visit
- Setting of documents as part of preparation



Meeting Minutes –9th July 2021

The meeting was held online on 9th July, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Internal exams
- Submission of internal marks
- Progress of Teaching practice
- Assignment submission



Meeting Minutes –19th July 2021

- The meeting was held online on 25th July, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- COVID front line workers
- Discussion with the resources person from MGNCRE
- Students group for the COVID service team
- In charge teachers for selection criteria for COVID service team
- Responsibilities of teachers

Tomina

Joy Das

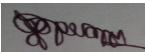
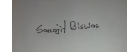
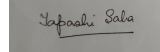
Jyoti Saha

Suman Biswas

Meeting Minutes –25^h July 2021

The meeting was held online on 25th July, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

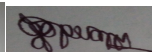
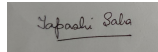

- Appreciation letter to be issued for the judges of various competitions
- Guest lecturing by other college professors
- Responsibility of individual teacher regarding guest lecturing
- Timing of guest lecturing
- Topics of guest lecturing
- Celebration of Independence day
- In charge teachers and responsibilities
- Number programs to be presented online
- Date of submission of recorded programs to the department



Meeting Minutes –2nd August 2021

The meeting was held online on 2nd August, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:

- Community service as a Covid frontline workers
- Division groups for the service
- Responsibilities of teachers
- Activities to be done as a team to help

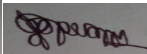
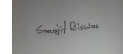
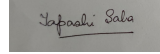



Meeting Minutes –6th August 2021

The meeting was held online on 6th August, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:

The following points were discussed during the meeting :-

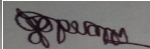
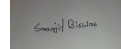
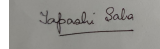

- Independence day program
- Timing of program
- In charge teachers
- Invitation to be send out
- Responsibilities of teachers and students
- Final rehearsal of the program



Meeting Minutes –12th August 2021

The meeting was held online on 12th August, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Discussion on Final Teaching Practice
- Internal exam marks distribution for sem-II &III
- Internal examiner for final Teaching Practice
- Exam schedule and timing for Internal exams and Teaching practice



Meeting Minutes –24th August 2021

The meeting was held online on 24th August, 2021 . The meeting was initiated by Dr. Tomina NS, HOD, Dept. of Teacher Education. The following matters were discussed in the meeting:-

- Exam incharge for sem-III final exam
- Conducting re-exam for those who could not submit their paper online on time with the permission of principal
- Mode re-test and kind test to be conducted

