



## **Minutes of Staff Council Meetings (2019- 2020)**

### **5th July, 2019**

- Introduction of new faculty members, Biometric attendance requirement of new teachers, college gates closed till 1pm, 75% attendance of students mandatory, signing of attendance registers by principal, morning assemblies thrice a week, use of mobile phones prohibited in the campus, mentor lists for value education classes. Activities planned for July- Orientation for new students, society fair for enrolment in clubs and societies, elections of student council, oath taking ceremony.
- Lists of books for library, updation of website, AQAR for 2018-19 to be prepared, concerned incharges to take charge, choice of SEC for honours students of their own subjects

### **11th September,2019**

- Preparation of identity cards of new students, Activities for September planned viz. seminar for science faculty, Hindi diwas, Ship canteen, Blood donation camp,women cell activity, faculty development programme
- Updation of website,date for PTM, Educational tours, reports of departmental activities

### **20th September,2019**

- Arrangement of farewell functions for retiring members and those who leave otherwise, fixing gift money according to the length of service, dates for mid term tests, maintaining discipline in campus, remaking of time-table, organizing English conference by ELT@, No due certificate from library when teachers leave the college, disaster management training programme for staff to be organized.



### **11th November,2019**

Mid-term tests for I and II year students, heritage walk planned, blood donation camp by NSS, community outreach programme, NCC day celebration, stock verification of departmental libraries, updation of website, Christmas celebration, Eloquation competition by Gujrat co-operative mil federation, book talk by library.

### **2nd February,2020**

- Condolence meeting on the demise of family members of staff members.
- Prayers were offered for the peace of departed souls by keeping silence for two minutes.

### **18th February,2020**

- Welcome of Sr. Susai in the department of Physics, date of community outreach programme, tentative dates for farewell function and annual day were decided, public relation committee constituted to deal with RTIs, equal opportunity cell constituted as per UGC requirement, IQAC meetings to be held regularly, criteria for Bedeian pin discussed, different categories of prizes mentioned, dates for mid-term tests announced.

### **8th May,2018**

- University calendar was discussed.
- Sr. Silvio and Sr Marie Rita transferred and farewell party to be organized for both of them.
- Summer vacation from 22.5.2018 to 14.6.2018. Counselling for new admissions wef 18.6.2018 and classes for semesters III and V will commence from 25.6.2018 and entrance test for English Honours on 29.6.2018
- Lists of book to be given to the librarian for purchase for next session.



*Staff Council  
St. Bede's College, Shimla*

- Teachers of PG courses of English and Geography were applauded for their commendable results
- Admissions forms will be filled online and then checked by staff members during counselling.

