



St. Bede's College
Shjmla-171002
(UGC-NAAC "A+" Grade Re-Accredited)
College with Potential for Excellence
Phone: 0177-2842304, Fax:- 0177-2842498
www.stbedescollege.in, E-mail:- bedescollege@gmail.com

Department of Geography Minutes of the Meetings

February 26, 2022

A meeting was called upon in the department at 10.30 am regarding the department activity to be organized on 5th march and some other points were also discussed.

1. The declamation to be organized in the department on 5th of March under the banner of Azadi ka Amrut Mahotsav.
2. The attendance registers to be completed on time.
3. The upcoming conference in the month of April to be organized in the department was also briefed.
4. Some discussion was there on the names of the resource persons.

Meeting ended at 10.55 am.

The following members were present in the meeting.

Dr. Pankaj Aashish (H.O.D)

Sr. P. M. Santhi

Mr. Anoop Dilt

Mr. Sanjeev Kumar



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Department of Geography Minutes of the Meetings

December 14, 2021

A meeting was called in the department at 10.30 am regarding the coming Field Survey to be organized in the same month. The following points were discussed in the meeting.

1. The location for field survey was decided.
2. The important instructions to be given to the students were also decided.
3. The teachers were asked to create various groups of the students to conduct the survey.

The meeting ended at 11.00 am.

The following members were present in the meeting.

Dr. Pankaj Aashish (H.O.D)

Sr. P. M. Santhi

Mr. Anoop Dilta

Mr. Sanjeev Kumar



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Department of Geography Minutes of the Meetings

November 30, 2021

A short meeting was called in the department at 10.15 am regarding the mid-term examinations to be held in the month of December.

The following points were discussed.

1. The teachers were asked about their syllabus completion.
2. The teachers were directed to make the question papers for minors.
3. The format of the question papers was discussed.
4. The deadline of the question paper submission was also given by the HOD.

The meeting ended at 10.45 am.

The following members were present in the meeting.

Dr. Pankaj Aashish (H.O.D)

Sr. P. M. Santhi

Mr. Anoop Diltia

Mr. Sanjeev Kumar



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Department of Geography Minutes of the Meetings

November 2, 2021

A short meeting was called by the HOD of the department at 10.30 am regarding the celebration of Diwali and upcoming Diwali vacations.

The following points were discussed in the meeting

1. The teachers were directed to give assignments to the students for the vacations.
2. The syllabus related questions were answered.

The meeting ended at 11.00 am.

Dr. Pankaj Aashish (H.O.D)

Sr. P. M. Santhi

Mr. Anoop Dilla

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Department of Geography Minutes of the Meetings

October 21, 2021

A meeting was called in the department at 10.15 am regarding the progress towards the syllabus.

1. The HOD emphasized on the completion of syllabus on time.
2. The HOD answered all the syllabus related questions of the teachers.

The meeting ended at 10.45 am.

Dr. Pankaj Aashish (H.O.D)

Sr. P. M. Santhi

Mr. Anoop Ditta

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Department of Geography Minutes of the Meetings

September 6, 2021

A meeting was held in the department at 10.30 a.m. regarding the workload and syllabus distribution.

Following discussions and decisions were taken:

1. The workload was equally distributed.
2. A formal introduction of the all the teachers among themselves.
3. The teachers were directed to collect the attendance registers as soon as possible.
4. The teachers were also given a demo to how to fill the attendance registers by head of the department.
5. The time table was discussed.

The meeting ended at 11.00 a.m.

Members present

Dr. Pankaj Aashish (H.O.D)

Sr. P. M. Santhi

Mr. Anoop Dilta

Mr. Sanjeev Kumar



Department of Geography Minutes of the Meetings

September 24, 2021

A meeting was held in the department at 10.30 a.m. regarding various problems faced by the teachers and the students.

The following points were discussed:

1. Queries regarding the confusion regarding the syllabus were discussed.
2. The clashes of time table were also discussed and solved.
3. The teachers were requested to shift their classes to remove the inconvenience of class clashes.
4. Then various student problems were also discussed.

The meeting ended by 10:45 a.m.

Dr. Pankaj Aashish (H.O.D)

Sr. P. M. Santhi

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Department of Geography Minutes of the Meetings

September 11, 2021

A meeting was held in the department at 10.30 a.m. to discuss following points:

1. The ozone day was to be celebrated at the department.
2. An inter-departmental quiz competition was to be organized in the seminar hall on the 16th September.
3. The plan was made to celebrate the day.
4. The quiz teams were decided.
5. The questions to be discussed in the quiz were also finalized.

The meeting ended at 11 am.

Dr. Pankaj Aashish (H.O.D)

Sr. P. M. Santhi

Mr. Anoop Dilt

Mr. Sanjeev Kumar