



Department of D. El. Ed.
St. Bede's College, Shimla

MINUTES OF DEPARTMENTAL MEETING DATED 20-12-2025

Departmental meeting was held on 20th December, 2025 at 10:30AM with a short prayer. The following points on the agenda were discussed:

1. Induction of Physical education teacher.
2. All subject teachers should complete Unit 1 for both the classes before holidays.
3. Making of lesson plans by students for both first year and second year.
4. Teachers have to be vigilant regarding opening of PAR.
5. Teachers were apprised regarding prize distribution.
6. Action against absentees.
7. Magazine related work (Departmental photos, articles).

- Dr. Neeta Khanna *Khanna*
- Ms. Neeraj Gupta *Neeraj Gupta*
- Ms. Sunita Devi *Sunita*
- Dr. Meena Sharma *Meena*
- Ms. Abhilasha Tegta *Abhi Tegta*
- Ms. Shiwani Rathore *Shiwani Rathore*

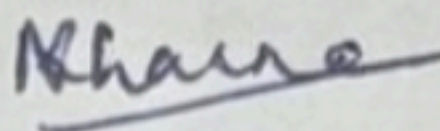
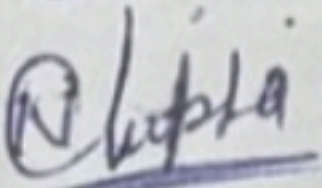
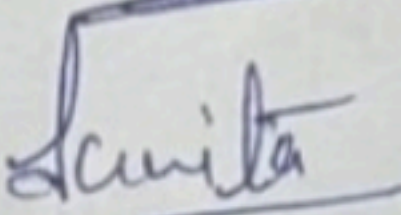
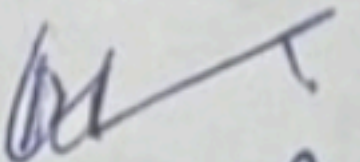
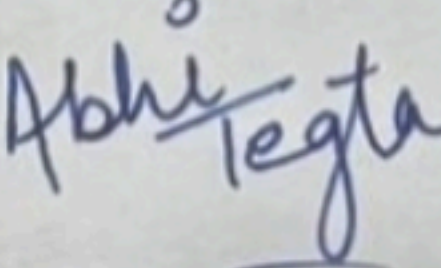


Department of D. El. Ed.
St. Bede's College, Shimla

MINUTES OF DEPARTMENTAL MEETING DATED 10-04-2025

Departmental meeting was held on 10th April 2025 at 11:30 AM with a short prayer . The following points were discussed :

1. Finalization of Time Table, Work Load & Activities. (Ms. Neeraj Gupta)
2. Finalization of Calendar. (Ms. Abhilasha Tegta)
3. Uploading of Activities, Work Load, Time Table and to update teachers profile.
4. Workshop on life skills.
5. 2nd years to start with their lesson plans.
6. Getting ready for affiliation with NOC of Building, Fire etc.
7. Having a soft copy of D.EL.ED details for NCTE. (Dr. Meena Sharma & Ms. Sunita Devi)
8. ICICI BANK- passbook collection from the branch.
9. Checking of charts and lesson plan journal of 2nd year before going to teaching practice.
10. Internal teaching practice of 2nd year in front of 1 year.
11. Staff is requested to attend an online workshop in the month of June.

- Dr. Neeta Khanna 
- Ms. Neeraj Gupta 
- Ms. Sunita Devi 
- Dr. Meena Sharma 
- Ms. Abhilasha Tegta 
- Ms. Shiwani Rathore 