











**Minutes of the Meetings**

**June 16, 2025**

A department-wise meeting of the faculty members from the Humanities stream was held on June 16, 2025, at 10.00 AM in the staff room. The aim was to discuss the admissions of the upcoming session; therefore, all departmental concerns were asked for online checking and verification of the documents for the BA Pass course and Honours students for the timely preparation/releasing of the merit list. The departments were informed that in case of incomplete documents, the faculty concerned shall notify the students to correct and update their registration form.

**Attendees:**

1. Dr Vishal Chauhan (Academic Monitor, Humanities) 
2. Mr Mohit Kumar (Academic Monitor Humanities) 
3. Dr. Anupama Tandon Tomar 
4. Dr. Deepti Pajni 
5. Dr. Ashwini Kumar 
6. Dr Pankaj Aashish 
7. Dr. Devina Auchoybur 
8. Ms. Komal Sharma 










**Minutes of the Meetings**

**March 10, 2026**

The meeting regarding the multidisciplinary STEM projects was held with the heads of the humanities department on 10/03/2026, at 2:00 PM, in the staff room. During the meeting, each department was suggested to start the projects for the students from the next session, which should be multidisciplinary in nature, where students from different streams will contribute and learn, therefore leading to more inclusive learning. The departments were concerned about the financing of the project, and it was informed that it had to be funded internally.

**Attendees:**

1. Dr Vishal Chauhan (Academic Monitor, Humanities) 
2. Mr Mohit Kumar (Academic Monitor, Humanities) 
3. Dr. Anupama Tandon Tomar 
4. Dr. Deepti Pajni 
5. Dr. Ashwini Kumar 
6. Dr Pankaj Aashish 
7. Dr. Devina Auchoybur 











Minutes of the Meetings

April 07, 2026

The meeting of the Humanities department was held on April 7 in the staff room for the faculty achievements, uploading of e-content and value education classes. The Departments were asked to submit their faculty achievements for the year 2023,2024 and 2025. The Heads <sup>were</sup> ~~was~~ also informed to upload the e-contents (lectures, notes, PPT, etc.) by the faculty on their personal portal. For the value education classes, <sup>LMS</sup> ~~the department's~~ faculty has to maintain the attendance register duly signed by the principal.

Attendees:

1. Dr Vishal Chauhan (Academic Monitor, Humanities) 
2. Mr Mohit Kumar (Academic Monitor, Humanities) 
3. Dr. Anupama Tandon Tomar 
4. Dr. Deepti Pajni 
5. Dr. Ashwini Kumar 
6. Dr Pankaj Aashish 
7. Dr. Devina Auchoybur 
8. Ms. Komal Sharma 

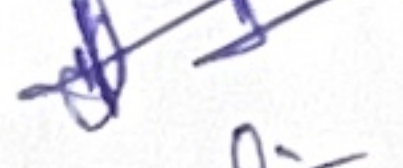
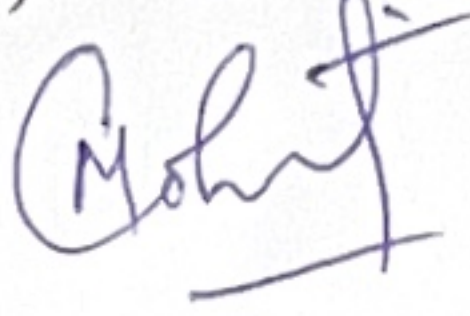

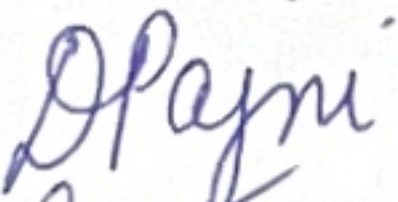

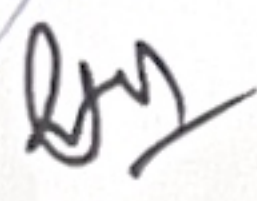

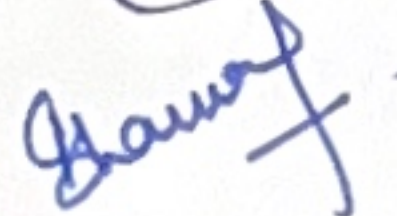


Minutes of the Meetings

June 16, 2025

A department-wise meeting of the faculty members from the Humanities stream was held on June 16, 2025, at 10.00 AM in the staff room. The aim was to discuss the admissions of the upcoming session; therefore, all departmental concerns were asked for online checking and verification of the documents for the BA Pass course and Honours students for the timely preparation/releasing of the merit list. The departments were informed that in case of incomplete documents, the faculty concerned shall notify the students to correct and update their registration form.

Attendees:

1. Dr Vishal Chauhan (Academic Monitor, Humanities) 
2. Mr Mohit Kumar (Academic Monitor Humanities) 
3. Dr. Anupama Tandon Tomar 
4. Dr. Deepti Pajni 
5. Dr. Ashwini Kumar 
6. Dr Pankaj Aashish 
7. Dr. Devina Auchoybur 
8. Ms. Komal Sharma 




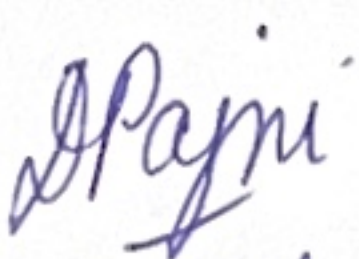






Minutes of the Meetings

April 07, 2026

The meeting of the Humanities department was held on April 7 in the staff room for the faculty achievements, uploading of e-content and value education classes. The Departments were asked to submit their faculty achievements for the year 2023,2024 and 2025. The Heads <sup>were</sup> ~~was~~ also informed to upload the e-contents (lectures, notes, PPT, etc.) by the faculty on their personal <sup>LMS</sup> portal. For the value education classes, the department's faculty has to maintain the attendance register duly signed by the principal.

Attendees:

1. Dr Vishal Chauhan (Academic Monitor, Humanities) 
2. Mr Mohit Kumar (Academic Monitor, Humanities) 
3. Dr. Anupama Tandon Tomar 
4. Dr. Deepti Pajni 
5. Dr. Ashwini Kumar 
6. Dr Pankaj Aashish 
7. Dr. Devina Auchoybur 
8. Ms. Komal Sharma 




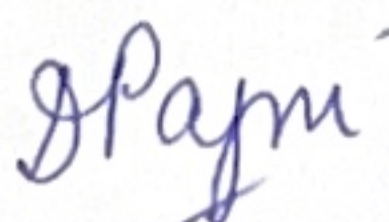





Minutes of the Meetings

March 10, 2026

The meeting regarding the multidisciplinary STEM projects was held with the heads of the humanities department on 10/03/2026, at 2:00 PM, in the staff room. During the meeting, each department was suggested to start the projects for the students from the next session, which should be multidisciplinary in nature, where students from different streams will contribute and learn, therefore leading to more inclusive learning. The departments were concerned about the financing of the project, and it was informed that it had to be funded internally.

Attendees:

1. Dr Vishal Chauhan (Academic Monitor, Humanities) 
2. Mr Mohit Kumar (Academic Monitor, Humanities) 
3. Dr. Anupama Tandon Tomar 
4. Dr. Deepti Pajni 
5. Dr. Ashwini Kumar 
6. Dr Pankaj Aashish 
7. Dr. Devina Auchoybur 

## Minutes of the meeting 2025-26

Date: 08/07/2025

On March 13, 2025, a meeting was held at 2:40 PM with the academic monitor for science and the Heads of Departments (HODs) from the Science department to discuss the effective implementation of pedagogical practices and the development of appropriate remedial strategies to support differential learning needs within the departments.

### Agenda:

1. Pedagogical Innovations for Holistic Learning:  
Departments must implement a variety of teaching-learning methodologies to cater to different learning styles and boost student engagement. These include lecture-based, group, and individual learning; inquiry-based and kinesthetic methods; and interactive approaches like game-based, expeditionary, and technology-enhanced learning. Peer teaching and problem-solving activities will further develop collaboration, critical thinking, and real-world application of knowledge.
2. Catering to diversity: Support for Differential Learning Needs  
Proper remedial strategies must be developed and documented using a standardized format across key focus areas. These include inclusive remedial teaching, peer-assisted support, and multi-sensory approaches to address diverse learning needs. Additionally, strategies should incorporate skill-based teaching, individualized teacher interventions, and specific measures to overcome language barriers, ensuring targeted and effective student support.

### Attended by:

Dr. Jyotika Brari

Dr. Sapna Sharma

Dr. Shweta Thakur

Dr. Shruti Gupta

Dr. Preeti Kaundal

Dr. Kannu

Ms. Neha Walia

Dr. Madhu

Jyotika

Sapna

Shweta

Shruti

Preeti

Kannu

Neha

Madhu

Sr. Rosily Jm  
19/12/2025

Officiating Principal  
St. Bede's College  
Shimla - 171 002

## Minutes of the meeting 2025-26

Date: 22/12/2025

On December 22, 2025, a meeting was held at 2:00 PM with the academic monitor for science and the Heads of Departments (HODs) from the Science department to develop comprehensive subject-wise digital content and practical demonstration videos for the institutional e-repository and collaboratively plan and assign multidisciplinary projects to students.

### Agenda:

- Develop and upload subject-wise e-content, including lecture notes, presentations, summaries, and glossary lists.
- Record short concept-explanation videos or practical demonstrations for contribution to the institutional e-repository.
- Digitize laboratory manuals, field reports, and project work for inclusion in the e-repository.
- To collaboratively plan and assign multidisciplinary projects to students through mutual consultation and may be taken from the thrust areas prescribed by national funding and research agencies such as DST, DBT, and ICSSR, ensuring academic relevance and interdisciplinary integration.

Attended by:

Dr. Jyotika Brari



Dr. Sapna Sharma



Dr. Shweta Thakur



Dr. Shruti Gupta



Dr. Preeti Kaundal



Dr. Kannu




Ms. Neha Walia



Dr. Madhu



  
27/3/2026

Officiating Principal  
St Bede's College  
Shimla - 171 002

## Minutes of the meeting 2025-26

**Dated:** 19/02/2026

On February 19, 2026 a meeting was convened with the academic monitor of science and Heads of Departments (HODs) of science department at 10:40 am to deliberate on the arrangements for the National Science Week celebration. The meeting was centered around the theme "Women in Science: Catalysing Viksit Bharat".

**The agenda of the meeting was:** Celebration of National Science Week from February 21<sup>st</sup> to 28<sup>th</sup> 2026. The following departmental activities were finalized:

- Role Play on "History of Life on Earth"
- Coding Competition.
- Documentary Screening on C. V. Raman.
- On-the-Spot Quiz Competition.
- Invited Talk on Scientific Contributions.
- Medicinal Plant Exhibition.
- Expert Talk on "Assam Biorefinery – A Green Energy Revolution in Northeast India"
- Quiz Competition: The Brainstorm Bounty.
- Hands-on Training Workshop on Preparation of Beauty and Wellness Products.

### Attended by:

Dr. Jyotika Brari

Dr. Sapna Sharma

Dr. Shweta Thakur

Dr. Shruti Gupta

Ms. Reena Thakur

Dr. Preeti Kaundal

Ms. Neha Walia

Dr. Madhu

*Sr. Ronily Jm*  
27/3/2026

Officiating Principal  
St Bede's College  
Gumla - 171 002



*Department of Computer Science  
St. Bede's College, Shimla*

18<sup>th</sup> June ,2025

A meeting took place in department of computer science

**Agenda:**

Arrangements for admission counselling sessions.

It was communicated in the meeting that the counselling session for the students will start on 20<sup>th</sup> June,2025.

**Faculty Members :-**

- Ms. Nivedita Bhardwaj (academic monitor)

*Nivedita*

- Ms .Neha Walia

*Neha*



## Minutes of the Meeting of Academic Monitors 2025-26 Department of Commerce & Management

A meeting of Academic monitors with teachers of the department was held on June 23, 2025 at 11 am in the Department of Commerce & Management.

- 1.) Admission Process for the session 2025-26 was discussed.
- 2) Procedure for admission was discussed with the concerned teachers.
- 3) Work was assigned to concerned teachers for the verification of documents submitted by the students.

Following members attended the meeting: -

1. Dr. Savita Rana (HOD & Academic Coordinator B.Com)
2. Dr. Raman Bassi (Academic Coordinator BBA)
3. Ms. Divya Sharma

*Savita Rana*  
*Ramay*

*Divya*

*Sr. Rosily Jm*  
*17/4/2026*

Officiating Principal  
St Bede's College  
Shimla - 171 002



Department of Biotechnology  
St. Bede's College, Shimla

Department of Biotechnology  
Minutes of Meeting of Academic Monitor  
2025-2026





To address the issues in the time table


Date: July 2, 2025

Time: 11:00 AM

A meeting of the Department of Biotechnology was held to discuss a clash in the time table between Biotechnology 1<sup>st</sup> year's Biochemistry class and EVS class on Friday at 2:20 pm. The clash was resolved by the consent of the biochemistry subject teacher, Dr. Navdeep Thakur. All the faculty members of the department were asked to put forward issues in the time table if any. No issues were raised by any faculty member. The final time table (attached here) was accepted by all the members of the department.

The following members attended the meeting

1. Dr. Shruti Gupta 
2. Dr. Reena Thakur 
3. Dr. Navdeep Thakur 
4. Dr. Anita Chauhan 

---

11/4/2026

Officiating Principal  
St. Bede's College  
Shimla - 171 002



Department of Biotechnology  
St. Bede's College, Shimla

Department of Biotechnology  
Minutes of Meeting of Academic Monitor  
2025-2026

To plan the departmental activities and create the academic calendar 2025-2026

Date: July 9, 2025

Time: 11:00 AM

A meeting of the Department of Biotechnology was held to discuss and plan the activities of the department of biotechnology to be conducted throughout the session. Various activities were planned according to the departmental plan submitted before and the academic calendar was prepared.

The following members attended the meeting

1. Dr. Shruti Gupta

2. Dr. Reena Thakur

3. Dr. Navdeep Thakur

4. Dr. Anita Chauhan

Sr. Rosily Jm

11/4/2026

Officiating Principal  
St. Bede's College  
Shimla - 171 002



Department of Biotechnology  
St. Bede's College, Shimla

Department of Biotechnology  
Minutes of Meeting of Academic Monitor  
2025-2026

To discuss the completion of syllabus and status of retest for the minor exams

Date: December 18, 2025

Time: 2:20 PM

A meeting of the Department of Biotechnology was held to discuss completion of syllabus and retest of minor examinations. The meeting commenced with a discussion on the status of syllabus completion across various courses. Faculty members reported that the syllabus is either completed or nearing completion as per the academic calendar. It was emphasized that any remaining portions must be completed after the winter vacations in the month of February.

The need for a retest of minor examinations was discussed for students who could not perform satisfactorily. Concerned faculty members will finalize and circulate the retest schedule.

The following members attended the meeting

1. Dr. Shruti Gupta

2. Dr. Reena Thakur

3. Dr. Navdeep Thakur

4. Dr. Anita Chauhan

*Sr. Rosily Jm*

11/4/2026

Officiating Principal  
St. Bede's College  
Shimla - 171 002