



Minutes of the Meeting

2025-26

June 30, 2025

The Department of Political Science held a meeting on June 30, 2025 over academic session 2025-26 in which following decisions were made:

Workload Distribution and Time-table

- Workload of the department was thoroughly discussed and distributed between the faculty members and a discussion on the syllabus was held.
- Teachers were directed to prepare Lesson Plan for the following session.
- A brief discussion on timetable, methodology for internal assessment, mid-term examination, attendance, assignments, in-house project was conducted.
- Suggestions on academic calendar, activities and extension programs to be conducted by the department for the session were discussed by the faculty members.

Members present in the Meeting-

Ms. Komal Sharma, HOD & Assistant Professor

Ms. Neha, Assistant Professor

Komal Sharma

Neha

Sr. Rosily Jm
30-06-2025

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



Department of Political Science
St. Bede's College

September 18, 2025

The Department of Political Science held a meeting on September 18, 2025 at 10:30 A.M. in which the following decisions were made-

- The teachers were directed to timely calculate attendance of all students and highlight those having attendance below seventy-five Per cent. Parents of these students are to be contacted and informed about the same.
- The students of B.A. III are to be given assignments on Indian Knowledge system after a brief discussion and encourage research temper within them.
- Regular class tests are to be held to monitor students' performance and a proper record is to be maintained for the same.
- The topic for Declamation Competition was decided to commemorate International Peace Day in the department.

Members Present-

Ms. Komal Sharma HOD & Assistant Professor, Political Science

Komal Sharma

Ms Neha, Assistant Professor

Neha

Sr. Rosily gm
18-09-2025

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