

MEETING OF HEADS OF DEPARTMENT

Date : 13.11.2020 (11:00 AM)

Place : Professor's Common Room

Members Presents :

1.	Prof. B. Zoliana	Principal
2.	Dr. R.Lalengmawia	Botany
3.	Mrs.Lalrinngheti Ralte	Home Science
4.	Mr. Reginald H. Vanlalchaka	Electronics
5.	Dr. Lalzahawmi Chenkual	Zoology
6.	Mrs. Lalmalsawmi Chhangte	English
7.	Mr. Lalhruaitluanga	Computer Science
8.	Dr. Arup Kumar	Physics
9.	Mr. L.B. Singh	Mathematics
10.	Dr. Fanai Lalsangluaii	Biochemistry
11.	Dr. K.B. Singh	Chemistry
12.	Dr. C.Zoramthara	Geology

The meeting was chaired by the Principal, Prof. B. Zoliana. He welcomed all the members for the meeting and thanked the Heads of Department for their efforts in submitting Teacher's Monthly Report on time. He acknowledge the timely submission of this report, since this kind of report is also appreciated by Directorate under the covid situation where online classes only could be provided to students.

1. Report from Heads of Department regarding percentage of Syllabus coverage till date:-

Each Head of Department reported the course covered as a whole in their respective department as below :-

1.	Zoology	-	80%
2.	English	-	80-90%
3.	Mathematics	-	80-90%
4.	Physics	-	Almost 80% from 3 teachers about 40% from some teacher.
5.	Biochemistry	-	90%
6.	Electronics	-	95%
7.	BCA	-	80-90%
8.	Geology	-	80-90%
9.	Home Science	-	75-80%
10.	Botany	-	75-80%
11.	Chemistry	-	75%
12.	History of Science	-	100% in Physical Science and for

Life Science, to finish within November.

The Chairman thanked each department for their cooperation and encourage them to finish all the Theory Classes within November 2020.

II. Practical Classes:-

As per University Notification it was required to have practical exams conducted by respective Colleges within the College itself. The Chairman requested all the members to give their ideas regarding conduct of practical classes and how to organise Practical exam.

Each member contribute their ideas in conducting practical classes, the possibilities and difficulties. After careful consideration, it was felt that some students would never be able to come to Aizawl to attend Practical Classes even if there be any classes, due to total lockdown imposed by the local authority in some remote villages.

So, it was decided that practical classes will not be conducted provided only if some teachers could organise for Core Semester students in the laboratory observing the Standard Operating Procedure for Covid-19 pandemic situation. Each departments will according to their convenience provide Practical Classes online and try to impart the best lessons to the students by providing them procedures, video recored demonstration, etc.

Regarding Practical Exams, each Department will also conduct the practical exams in ONLINE mode. For practical exams the following criteria for giving marks should be considered:-

1. Attendance
2. Laboratory note book
3. Viva voce
4. MCQ examination

All the practicals & assessments have to be completed on or before 15th Dec. 2020.

For I and III Semester, Practical Class and exam routine be prepared by Dr. R. Lalengmawia, for V Semester, conduct of Practical class and examination would be as per the convenience of the respective department.

III. Study Tour:

Directorate of Higher & Technical Education may provide a sanction for Study Tour amounting to 1.8 lakh. If this money comes, it will be discussed again.

The meeting ended with a vote of thanks from the Principal, to all the members present for their dedication for the betterment of the college.

(DR. LALZAHAWMI CHENKUAL)
Recording Secretary

(PROF. B. ZOLIANA)
Principal