Maharshi Valmiki College of Education

(University of Delhi)

Geeta Colony, Delhi 110 031

**Minutes of the Staff Council Meeting held on 04 June 2014**

A meeting of the Staff Council was held on Wednesday, June 04, 2014 at 10.00 A.M. in the Committee Room of the college.

The following members attended the meeting:-

1. Dr PK Sharma - Chairperson
2. Dr Sushil Dhiman
3. Dr Manjari Gopal
4. Dr Jyoti Kohli
5. Dr Neelam Mehta Bali
6. Dr Ila Mehrotra
7. Dr Gopal Rana
8. Dr Ramji Dubey
9. Dr Sanjeev Kumar Verma
10. Mr Raghavendra Prapanna
11. Dr Satveer Singh Barwal
12. Dr Kailash Goel
13. Dr Vandana Gupta - Secretary, Staff Council

**Business Transacted**

**Agenda Item 1**: The minutes of the staff council meeting held on 15 May 2014 could not be considered for confirmation as they could not be circulated among the staff members. It was decided that the minutes would be circulated and considered for confirmation in the next staff council meeting.

**Agenda Item II**: With reference to queries of staff members related to the e-mail by the Principal about the various assignments in 2014-15, the following points emerged

1. Certain committees are more intensive in respect of the volume of work and its scale, hence it was suggested that each member of the regular faculty should be a part of *at least* one such committee.
2. CCA committee, a new committee formed this year would address the co-curricular activities that relate to the mandatory part of the B. Ed. course. Its work would be different from the Panchayat Advisory Committee as Panchayat is the institutions choice and has a broader and more a kind of suggestion-oriented supplementary role.

**Agenda Item III**:-

1. Dr Sushil Dhiman and Dr Kailash Goel opted to go for counseling at Department of Education on behalf of the college during B Ed Admissions for the year 2014-15.
2. Dr Vandana Gupta was unanimously elected as the Secretary, Staff Council for 2014-15.
3. The following were decided as the assignments of the faculty members for the academic year 2014-15-

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| **Description of the Committee** | **Constitution of the Committee** |
| College Admission Committee | Dr Satveer Singh Barwal  Mr Raghavendra Prapanna |
| Orientation Programme Committee | Dr Gopal Rana  Dr Sanjeev Kumar Verma |
| Morning Assembly & Special Assemblies | Dr Jyoti Kohli |
| Time Table & Annual Calendar Committee | Dr. Gopal Rana  Dr. Sanjeev Kumar Verma |
| School Experience Programme Committee | Dr Sushil Dhiman  Dr Jyoti Kohli  Dr Neelam Mehta Bali |
| Physical Education & Sports Committee | DrSatveer Singh Barwal |
| Co-curricular Activities Committee | Dr.Neelam Mehta Bali |
| Students Panchayat Advisory Committee | To be decided |
| Internal Assessment Committee | Dr Ila Mehrotra  Ms MinuTalwar  Dr Kailash Goel |
| Library Utilization & Development Committee | Dr Ila Merotra  Dr Satveer Singh Barwal  Mr Raghavendra Prapanna |
| Students Attendance Committee | Dr Satveer Singh Barwal  Mr Raghavendra Prapanna |
| Seminar & Symposia Committee | Dr Gopal Rana  Dr Sanjeev Kumar Verma |
| College Magazine Committee | Dr RamjiDubey |
| Garden Committee | Dr IlaMehrotra  Ms.MinuTalwar |
| Aesthetics & Upkeep Committee | Dr Vandana Gupta |
| Discipline Committee | Dr Vandana Gupta  Dr Kailash Goel |
| Students’ Grievance Redressal Committee | Dr JyotiKohli |
| Anti-Ragging Committee | Dr Sushil Dhiman  Dr Gopal Rana |
| Medical Facilities & Support Committee | Dr Manjari Gopal |
| Sanitation & Cleanliness Advisory Committee | Dr Jyoti Kohli  Dr Gopal Rana |
| Workload Committee | Dr Gopal Rana  Dr Sanjeev Kumar Verma |

The various teaching assignments were volunteered as follows

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| COURSE | PAPER | TEACHER(S) |
| I | Basic Ideas In Educational Theory | Dr Sushil Dhiman  Dr Neelam M Bali |
| II | Educational Psychology | Dr Parmesh Kumar Sharma  Dr Manjari Gopal |
| III | Modern Indian Education | Dr. Gopal Rana  Dr. Sanjeev Kumar Verma  Dr.Jyoti Kohli volunteered to take this paper |
| **IV \*** | **Methodology of Teaching** |  |
|  | Sanskrit | Mr RaghavendraPrapanna |
|  | History | Dr. Satveer S Barwal |
|  | English | Dr. JyotiKohli  Dr. Gopal Rana volunteered to take this paper |
|  | Hindi | Dr. KailashGoel |
|  | Maths | Ms. MinuTalwar |
|  | Pol. Science | Dr. Ramji Dubey |
|  | Chemistry | Dr. Vandana Gupta |
|  | Biology | Dr. Ila Mehrotra |
|  | Commerce | Mr. Vinod A |
|  | Social Science | Dr. Gopal Rana |
| **V** | **Compulsory Electives** |  |
|  | History of Education in India | Dr Satveer Singh Barwal |
|  | Primary Education In India | Dr Vandana Gupta |
|  | Education of Children with Special Needs | Dr Gopal Rana |
|  | Human Rights Education | Dr Kailash Goel |
|  | Gender, School and Society | Mr Raghavendra Prapanna |
|  | Health and Physical Education in India | Dr Sanjeev Kumar Verma |
|  | Social and Adult Education | Dr Ramji Dubey |
|  | Adolescence Education | Dr Jyoti Kohli  Dr Manjari Gopal |
|  | Organization of Co-Curricular Activities | Dr Neelam Mehta Bali |
|  | School Evaluation | Dr Ila Mehrotra  Ms MinuTalwar |

Other assignments were decided to be taken up later at the appropriate time.

The meeting concluded with a vote of thanks to the Chair.

Dr Vandana Gupta Dr PK Sharma

Staff Secretary Acting Principal