Maharshi Valmiki College of Education

(University of Delhi)

Geeta Colony, Delhi-110031

Minutes of Staff Council Meeting: Friday, December 11, 2015

A Meeting of the Staff Council was held on Friday, December 11, 2015 at 03.20 PM in the Committee Room of the college.

Members Present:

1. Dr. Parmesh Kumar Sharma - Officiating Principal (in Chair)
2. Dr. Manjari Gopal
3. Dr. Neelam Mehta Bali
4. Dr. Ila Mehrotra
5. Ms. Minu Talwar
6. Dr. Sanjeev Kumar Verma
7. Dr. Ramji Dubey
8. Dr. Gopal Rana
9. Dr. Satveer Singh Barwal
10. Dr. Kailash Goel
11. Dr. Rakesh Kumar
12. Ms. Rama Negi
13. Mr. Pankaj Das
14. Dr. Vandana Gupta- Secretary, Staff Council

Members Not Present:

1. Dr. Jyoti Kohli
2. Mr. Raghavendra Prapanna – On Study Leave
3. Mr. Vinod Kumar A. – On Duty Leave for pursuing Orientation Course

**Business Transacted**

Agenda Item 1 – The Officiating Principal apprized the house of the dates that he had sent to the NAAC for Peer Team Visit for Assessment & Accreditation in consultation with the NAAC Steering Committee of the college. He emphasised that the preparations for the Peer Team Visit need to be made by all concerned on an emergent and full-scale basis. The following was decided:

1. The following sub-committees consisting of the faculty members indicated against each were constituted to undertake field-work in the following areas for the NAAC’s Peer Team Visit.
2. Community Service/ Work
3. Cleanliness & Hygiene : Dr. Gopal Rana, Dr. Vandana Gupta
4. Environment & Aesthetics : Dr. Ila Mehrotra, Ms. Minu Talwar
5. Adopting a locality : Dr. Ramji Dubey, Dr. Rakesh Kumar
6. Alumni Association: : Dr. Satveer Singh Barwal, Dr. Kailash Goel
7. Bulletin Board &Displays : Dr. Manjari Gopal, Mr. Pankaj Das
8. Library: : Dr. Neelam Mehta Bali, Dr. Ramji Dubey
9. Students with Special Needs : Dr. Satveer Singh Barwal, Ms. Rama Negi
10. Medical Room : Dr. Vandana Gupta, Dr. Kailash Goel
11. Resource Centre : Dr. Neelam Mehta Bali, Dr. Ramji Dubey
12. Record Room : Dr. Gopal Rana, Dr. Rakesh Kumar

It was decided that the Community Service/Work Committees should start the work immediately and involve the students in the community service/ work in such a manner that all the students get involved in the community service/ work and also each student gets involved with one and only one option of the three indicated above.

Also, it was decided that the other committees may involve the students in the indicated works in such a way that all the students get involved with the committees mentioned at (2) to (8) above and no student gets simultaneously involved with more than two committees out of the (2) to (8) indicated above. The committees would keep the college posted about the progress of their work on a weekly basis commencing the third week of December.

(B) The house was informed that the Steering Committee for NAAC was preparing a supplement to the SSR sent by the college to the NAAC. The faculty members were requested to send supplementing details, if any, to the steering committee member working on the criteria of the SSR to which the details relate, exactly in the format as required for the purpose.

Agenda Item 2: It was decided that Internal Assessment for the year 2015-16 would be discussed in the next staff council meeting to be held on Tuesday, 15 Dec 2015 at 12.00 noon. It was also decided that the notion of Record Room and Resource Centre for the NAAC visit would also be discussed and conceptualized in the said meeting for further reference.

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

Dr. Vandana Gupta Dr. PK Sharma

Secretary, Staff Council Officiating Principal