

SAO CHANG COLLEGE
TUENSANG
DEPARTMENT OF PHYSICS

Departmental Meeting

Date: 11/06/2021

Platform: Telephone

MEMBERS PRESENT

1. Mr Dipak Nath.

Assistant Professor & HOD

2. Ms Nungsangtola.

Assistant Professor

MEETING MINUTES

1. Syllabus was distributed between the faculty as follows

SL. NO	NAME OF FACULTY	3 rd SEM	5 th SEM
1.	Mr. Dipak Nath	Unit 4, Unit 5 and Practical	Unit 1, Unit 2, Unit 3
2.	Ms. Nungsangtola	Unit 1, Unit 2, Unit 3	Unit 4, Unit 5, Practical

2. 1st semester syllabus will be divided after admission.
3. Practical classes matter will be discussed in the upcoming meeting.
4. As per the minutes of the meeting held among the faculty of science, it was decided to organize a joint Faculty Development Programme on the theme “Effective Teaching Technique and skills for career advancement” from 23rd to 28th June 2021 and the same was reminded in the departmental meeting.
5. With a view to increase the number of enrolment in the Department, it was decided to organize an awareness or sensitization programme (one day online **National Webinar** on the topic “Learn to Discover and succeed through Physics at the graduate Level” on 30th June 2021) for Class-XII science students.
6. It was decided to organize national webinar /quiz in collaboration with other Institution/ department.
7. HOD informed the house that a book (CSIR NET) was presented to Mr Puto, outgoing student of the department, as a best practice of the Department on 3rd June 2021.

Departmental Meeting

Date: 20/09/2021

Venue: Physics Laboratory

MEMBERS PRESENT

1. Mr Dipak Nath.

Assistant Professor & HOD

2. Ms Nungsangtola.

Assistant Professor

MEETING MINUTES

1. The internal assessment matter was discussed in an elaborate manner.
2. The details about upcoming practical examination were discussed.
3. Decided to carry out remedial classes for all the students of the Department
4. The details of the online programmes conducted by the department and also in collaboration with other departments and College namely: FDP (23rd June 2021 to 28th June 2021), Webinar (30th June 2021), Student Development Programme (31st July and 1st August 2021) and Quiz (15th August 2021) were highlighted and recorded as an achievement during the period.
5. It was decided to commemorate National Science Day on 28th of February 2022. For this, further modalities will be worked out in due time.

Departmental Meeting

Date: 01/02/2022

Venue: Physics Laboratory

MEMBERS PRESENT

1. Mr Dipak Nath.

Assistant Professor & HOD

2. Ms Nungsangtola.

Assistant Professor

MEETING MINUTES

1. Syllabus was distributed between the faculties as shown in the table below.

SL. NO	NAME OF FACULTY	4th SEM	6TH SEM
1.	Mr. Dipak Nath	Unit 3, Unit 4, Unit 5, Practical	Unit 1, Unit 2, Unit 3
2.	Ms. Nungsangtola	Unit 1, Unit 2	Unit 4, Unit 5, Practical

2. Internal assessment will be conducted as per the academic calendar of the college.
3. National science Day shall be commemorated on 28th February 2022 as per the instruction from the principal.

Departmental Meeting

Date: 02/05/2022

Venue: Physics Laboratory

Members Present

1. Mr Dipak Nath.
Assistant Professor & HOD
2. Ms Nungsangtola.
Assistant Professor

Meeting Minutes

1. Internal assessments marks shall be finalized and submit to the office of the principal in the 1st week of May 2022.
2. To encourage the students to pursue physics in higher study, Department will continue to give away books (CSIR NET) to the outgoing students as a Best practice of the Department.
3. Action Plan of the Department for academic year 2022-23 shall be discussed on the upcoming Departmental Meeting which shall be tentatively held in the month of July 2022.