



Department of Physics  
Bhagat Phool Singh Mahila Vishwavidyalaya,  
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Ref. No. BPSMV/PHY/24/


Date:-

**Minutes of Staff council meeting held on 31.08.2024.**

A meeting of the staff council, Department of Physics was held on 31/08/2024 at 01:00 pm in the office of Chairperson, Department of Physics.

The following faculty members were present.

  
1. Dr. Asha

  
2. Dr. Sheela Devi.

  
3. Ms. Neetu

  
4. Ms. Ritu

First of all, Chairperson welcomed all the faculty members and discussed the academic activities for academic session 2024-25.

At the outset of the meeting unanimously it was decided that Dr. Asha, Associate Prof. (Chairperson) will act as Staff Secretary for the staff council of the Department of Physics w.e.f. 31.08.2024

**1. Item No. 1: Constitution of Departmental Committees.**

After long discussion in the staff council following departmental committees were constituted for Department of Physics

Sr. No	Responsibility/Activity	Members
1	Course Coordinators	1. Dr. Sheela devi , Associate Professor (Incharge) (PhD) 2. Ms. Neetu, Assistant Professor (T) 1 <sup>st</sup> Year 3. Ms. Ritu , , Assistant Professor (T) (PhD)
2	Training & Placement officer(TPO) & Assistant (TPO)	1. Dr. Asha, Associate Professor (Incharge) 2. Ms. Ritu , Assistant Professor (T) <a href="mailto:ritujakhar42@gmail.com">ritujakhar42@gmail.com</a> 9416328353
3	Study/Industrial Tour Committee	1. Dr. Asha , Associate Professor (Incharge) 2. Ms. Neetu , Assistant Professor (T)
4	Admission Committee	1. Dr. Asha , Associate Professor (Incharge) 2. Ms. Neetu , Assistant Professor (T) 3. Ms. Ritu , Assistant Professor (T)
5	Scholarship Committee	1. Dr. Sheela devi, Associate Professor (Incharge) 2. Ms. Ritu , Assistant Professor (T)
6	Mid-term Examination Committee	1. Dr. Asha , Associate Professor (Incharge) 2. Ms. Neetu , Assistant Professor (T)
7	Anti Ragging Committee	1. Dr. Asha , Associate Professor (Incharge) 2. Ms. Neetu , Assistant Professor (T)
8	Cleanliness Committee	1. Dr. Asha , Associate Professor (Incharge) 2. Ms. Neetu , Assistant Professor (T)
9	Sports Committee	1. Dr. Asha , Associate Professor (Incharge)

		2. Ms. Neetu , Assistant Professor (T)
10	Cultural Activities Committee	1. Dr. Sheela devi, Associate Professor (Incharge) 2. Ms. Ritu , Assistant Professor (T)
11	Time Table Committee	1. Dr. Asha , Associate Professor (Incharge) 2. Ms. Neetu , Assistant Professor (T)
12	Students grievances Committee	1. Dr. Asha 2. Ms. Neetu
13	Departmental Purchase committee	1. Dr. Asha 2. Sheela devi
14	Seminar/Workshop/Conference	1. Dr. Asha 2. Dr. Sheela devi 3. Ms. Neetu 4. Ms. Ritu
15	Internal Complaint Committee/Departmental Complaint Committee	1. Dr. Asha 2. Ms. Neetu
16	Anti Sexual Harassment Committee	1. Dr. Sheela devi 2. Ms. Ritu
17	Alumini Meet	1. Dr. Asha 2. Ms. Neetu
18	Students Welfare Coordinator (SWC) & Assistant (SWC)	1. Dr. Sheela devi, Associate Professor (SWC) 2 Neetu, 9034452108 <a href="mailto:neeturaperiya91@gmail.com">neeturaperiya91@gmail.com</a> Assistant Professor (T), ASWC 3.Ms. Ritu, Assistant Professor (T), ASWC
19	Website Updation	1.Ms. Neetu.
20	PTM Committee	1. Dr. Sheela devi 2. Ms. Ritu

**Item No.02: Distribution of Workload and Preparation of Time-Table.**

The load was distributed to existing faculty & time table was framed for odd semesters.

**Item No.03: To discuss the meeting for "Power Point Presentation" asked by Hon'ble Vice-Chancellor.**

The Staff Council discussed all the points as per email received from Hon'ble Vice-Chancellor and Dr. Asha will prepare the Power Point Presentation in consultation with all faculty members.

**Item No.04: Implementation of NEP-2020.**

In this regard email received from DAA for "Multidisciplinary course, Abilities Enhancement Course, Skill Enhancement Course and Value Added Course". The Department prepared the list of Multidisciplinary course, Abilities Enhancement Course, Skill Enhancement Course and Value Added Course. The Department had already the courses for NEP-2020 and submitted to DAA.

The meeting ended with a vote of thanks to the chair.

Staff Secretary

*[Signature]*  
31/8/24

Chairperson, Physics

1. Dean Academic Affair for information.
2. PS to VC for kind information of Hon'ble Vice-Chancellor.
3. PA to Registrar for kind information of Worthy Registrar.

*[Signature]*  
31/8/24

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31/08/24

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31/8/24