

**Shri Shivaji Education Society Amravati's
SCIENCE COLLEGE,
Congress Nagar, Nagpur**

**DEPARTMENT OF GEOLOGY
Session 2023-24**

NOTICE

Date: 30/08/2023

All the teaching staff members are requested to attend the Departmental meeting will be held on 1st September, 2023 at 12:30 pm in the Geology Department.

Agenda of the Meeting:

1. Welcome and introduction of new faculty members in the department.
2. Discussion of syllabus distribution of regarding odd Semester.
3. Distribution of Departmental Committees.
4. Discussion about odd semester Practical List.
5. Discussion of departmental activities like seminars, workshop, proposed educational tour or visits for students.
6. Discussion of ABC-ID creation and registration of online course on SWYAM or NPTEL portal.
7. Any other matter

Staff Members:

1. Mr. Mahesh D. Phalke
2. Dr. Pushpa B. Zamarkar
3. Ms. Apurva D. Fuladi

(Mahesh)
(Fuladi)

(Pushpa)

(A A Halder)
Dr A A Halder
Coordinator, IQAC
Science College,
Congress Nagar, Nagpur

(Pushpa)
**HEAD
Department of Geology
S. S. E. S. Amravati's**
(M P Dhore)
Prof. M. P. Dhore
Principal
Science College,
Congress Nagar, Nagpur



Minutes of Departmental Meeting held on 1st September 2023

Meeting of the staff members of the Geology Department were held on 01/09/2023 at 11:30 am in the Head room. The outcome is as follows:

Agenda 1: Welcome and introduction of new faculty members in the department.

Outcome: The Head of the department Mr. M. D. Phalke welcomed and felicitated by faculty members in the department Dr. Pushpa B Zamarkar and Mrs. Apurva D Fuladi.

Agenda 2: Discussion of syllabus distribution of regarding odd Semester.

Out-come: The Head discussed about the workload of the department with all faculties. He allotted the syllabus paper/unit wise for odd semester I, III & V among the faculty members.

Agenda 3: Distribution of Departmental Committees

Out-come: The Head distributed the departmental committees among the faculty members. After discussion, it was decided that the various committees would work in accordance with decisions made for them. Like result committees whose job it is to present the results.

Agenda 4: Discussion about odd semester Practical List.

Out-come: The Head discussed the practical list as given in the syllabus. He also suggested some up-gradation in practical's if possible.

Agenda 5: Discussion of departmental activities like seminars, workshops, proposed educational tour or visit for students.


Out-come: The Head discussed the student's seminar, workshop, quiz and study tour or visit to institutes related to the geology subject in Nagpur.


Agenda 6: Discussion of ABC-ID creation and registration of online course on SWYAM or NPTEL portal.

Out-come: The Head Mr. M. D. Phalke delivered the information of the creation of ABC-ID for students and how to register online course on SWAYAM or NPTEL portal and also guided how to credit the points of online certificate courses in ABC-ID.

Agenda 7: Any other matter

Out-come: As there was no matter the meeting ended with a vote of thanks to the chair.


Dr A A Halder
Coordinator, IQAC
Science College,
Congress Nagar, Nagpur


Prof. M. P. Dhore
Principal
Science College,
Congress Nagar, Nagpur



**Shri Shivaji Education Society Amravati's
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**DEPARTMENT OF GEOLOGY
Session 2023-24**

NOTICE

Date: 04/11/2023

All the teaching staff members are requested to attend the Departmental meeting will be held on 7th November, 2023 at 11:30 am in the Geology Coordinator cabin.

Agenda of the Meeting:

1. Confirmation of minutes of last meeting.
2. Discussion of syllabus distribution & Workload of even Semester.
3. Submission of Internal Assessment marks for odd semester.
4. Discussion about regular theory & practical examination of even semester.
5. Discussion on updating the departmental profile and activities on college website.
6. Any other matter

Staff Members:

1. Mr. Mahesh D. Phalke
2. Dr. Pushpa B. Zamarkar
3. Ms. Apurva D. Fuladi

Mahesh D. Phalke
Apurva D. Fuladi

Pushpa B. Zamarkar

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**HEAD
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S. S. E. S. Amravati's
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Minutes of Departmental Meeting held on 7th November, 2023

A meeting of the staff members of Geology Department were held on 07/11/2023 at 12:30 pm in the Head room. The outcome is as follows:

Agenda 1: Confirmation of minutes of last meeting.

Out-come: The departmental meeting held on 07/11/2023 at 11:30 am in the Head room. All staff members were present in the meeting. The head reads the minutes and were confirmed in the departmental.

Agenda 2: Discussion of syllabus distribution & Workload of even Semester.

Out-come: The Head discussed about the timetable, workload of the department with all faculties. He allotted the syllabus paper/unit wise for even semesters II, IV & VI among the faculty members.

Agenda 3: Submission of Internal Assessment marks for odd semester s

Out-come: The Head asked to all the members to allot the internal assessment marks to the students BSc Sem-I, III, V and keep ready list of distribution of marks in prescribed formatted allotted by University.

Agenda 4: Discussion about regular theory & practical examination of even semester BSc Sem-II, IV and VI.

Out-come: The Head were asked to departmental colleagues to make necessary arrangements for the forthcoming even semester examination S-2024.

Agenda 5: Discussion on updating the departmental profile and activities on college website.

Out-come: The Head asked to the faculty members to prepare the reports of departmental activities and upload it on college website.

Agenda 6: Any other matter – Preparation of Question bank for students.

Out-come: As there was one matter regarding the Question bank for students. The head asked to all faculty members to prepare question bank for the students. At the end meeting ended with vote of thanks to the chair.



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Congress Nagar, Nagpur



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