

## Minutes of the Meeting (3.7.2024)

A meeting of NEP Committee was held on 3.07.2024 at 12.00 pm in the library

### Agenda of the meeting:

1. To discuss the issue of internship for the students studying under NEP.
2. To allocate the courses (SEC, AEC, MDC and VAC) to the Assistant/ Associate Professor keeping in mind the workload.

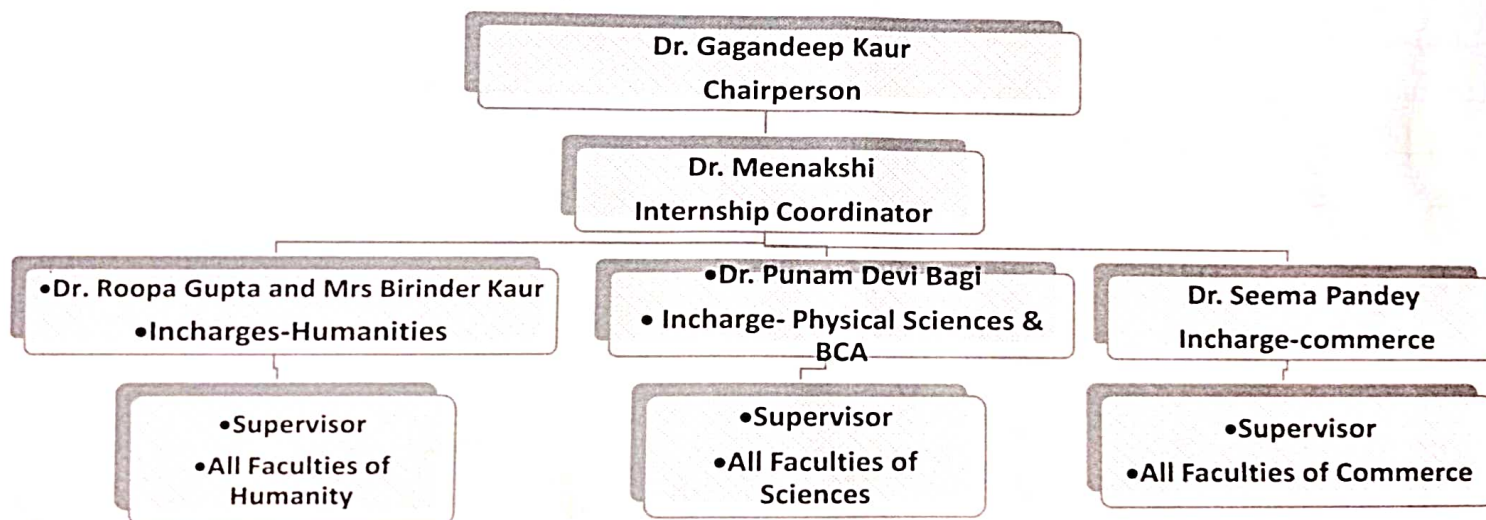
### Present:

1. Dr. Meenakshi, Associate Professor of Commerce *Meenakshi*
2. Dr. Roopa Gupta, Associate Professor of English *Roopa*
3. Mrs. Birinder Kaur, Associate Professor of History *Birinder*
4. Dr. Punam Devi Bagi, Associate Professor of Psychology *Punam*
5. Dr. Seema Pandey, Associate Professor of Commerce *Seema*

The following decisions were taken in the meeting for the final approval from the Principal:

1. Four teacher incharges are appointed for internship, who will allocate the students to supervisors.
  - Dr. Roopa Gupta and Mrs Birinder Kaur for Humanities
  - Dr. Punam Devi Bagi for Physical Sciences and BCA
  - Dr. Seema Pandey for Commerce

As per Internship guidelines, one teacher incharge from each UG programme i.e B.A., B.Com., B.Sc. Physical Sciences and BCA will be a member of the cell. So, Committee members suggested that one in charge should be from science faculty too.



Internship in charges will identify the organizations where the students can go for internships and will sign MOUs with such organizations as and when required. Internship in charges will notify internship opportunities available with the internship cell through display of notifications on notice board/website of the college. Internship Cell will convene the meeting in regular interval for the smooth conducting of the internship activities and will ensure the timely evaluation of internship reports and submission of awards in the internship cell. Proper maintenance of records in the cell pertaining to internship will be ensured.

*Meenakshi*

*Seema*  
Principal  
Govt. College for Girls  
Palwal (Kurukshetra)

2. Courses of SEC, AEC, MDC and VAC will be distributed among the different subjects keeping in mind their workload as follows:

Class	SEC	Teacher/ Faculty	VAC	Teacher/ Faculty	MDC	Teacher/ Faculty
BA 1 <sup>st</sup> Semester (Gen+Hon's)	Office and Spreadsheet tools Learning	Computer Sc.	Environmental Studies	Geography	Personal Finance	Commerce & Eco
BA 1 <sup>st</sup> Semester	Office and Spreadsheet tools Learning	Computer Sc.	Environmental Studies	Geography	Personal Finance	Commerce & Eco
BA 1 <sup>st</sup> Semester	Office and Spreadsheet tools Learning	Computer Sc.	Environmental Studies	Geography	Fundamentals of Computer Science	Computer
B.Com 1 <sup>st</sup> Semester	Office and Spreadsheet tools Learning	Computer Sc.	Human Values and Ethics	Political Sc.	Physical Geography of India	Geography
BCA& BSC (Gen+Hon's) 1 <sup>st</sup> Semester	Office and Spreadsheet tools Learning	Computer Sc.	Human Values and Ethics	Political Sc.	Understanding Psychology	Psychology
BA 3 <sup>rd</sup> Semester	Report Writing	English			Fundamentals of Indian Capital Markets	Commerce & Eco
BA 3 <sup>rd</sup> Semester	Quantitative Aptitude/ Logical Reasoning	Mathematics			Fundamentals of Indian Capital Markets	Commerce & Eco
BA 3 <sup>rd</sup> Semester	Quantitative Aptitude/ Logical Reasoning	Mathematics			Fundamentals of Indian Capital Markets	Commerce & Eco
B.Com 3 <sup>rd</sup> Semester	Quantitative Aptitude/ Logical Reasoning	Mathematics			Development Administration	Public Adm.
BCA& BSC 3 <sup>rd</sup> Semester	Advance IT Skills	Computer Sc.			Resource Geography Of India	Geography

Melva  
317120  
Coordinator  
SOAC4  
NBP

Committee Members:  
(NBP)  
1. Dr. Roopa Gupta  
2. Mrs. Bai Indu Kari  
3. Dr. Punam Devi Ragi  
4. Dr. Seema Pandey

Principal  
Govt. College for Girls  
Palwal (Kurukshetra)

	SEC	Teacher/ Faculty	VAC	Teacher/Faculty	MDC	Teacher/ Faculty
BA 2nd Semester (Gen+Hon's)	Soft Skills	English	Human Values and Ethics	Political Sc.	Fundamentals of Banking and Insurance	Economics & Commerce
BA 2nd Semester (Gen+Hon's)	Soft Skills	English	Human Values and Ethics	Political Sc.	Fundamentals of Banking and Insurance	Economics & Commerce
BA 2nd Semester (Gen+Hon's)	Soft Skills	English	Human Values and Ethics	Political Sc.	Fundamentals of Banking and Insurance	Economics & Commerce
B.Com 2 <sup>nd</sup> Semester	Business Communication	Commerce	Environmental Studies	Geography	Fundamental of Yoga	Physical Edu.
BCA& BSC (Gen+Hon's) 2 <sup>nd</sup> Semester	Self Defence Techniques	Physical Education	Environmental Studies	Geography	Understanding Abnormal Behaviour MDC-2	Psychology
BA 4 <sup>th</sup> Semester			Constitutional values Fundamentals Duties / Gender Sensitization/ NSS Activities & Training	Political Sc		
BA 4 <sup>th</sup> Semester			Yoga and Meditation	Physical Education		
BA 4 <sup>th</sup> Semester			Constitutional values Fundamentals Duties/NCC Activities & Training	Public Administration		
B.Com 4 <sup>th</sup> Semester			Yoga and Meditation	Physical Education		
BCA& BSC 4 <sup>th</sup> Semester			Yoga and Meditation	Physical Education		

Note: AEC will be allotted to those faculty who have been allotted minor subjects.

Meehan  
3/7/2024  
Coordinator  
IQAC.4  
N.E.P

Committee Member  
(NER)

1. Dr. Roopa Gupta
2. Mrs. Bini Indu Kaur Bani
3. Dr. Punam Devi Bani
4. Dr. Seema Pandey

Principal  
Govt. College for Girls  
Palwal (Kusumkhetra)

## Minutes of the Meeting

An urgent meeting of NEP committee was held in Library on 19.07.2024 at 9.30am.

Agenda: To discuss the allotment of SEC of B.A 3rd semester

Dr. Meenakshi *Meenakshi*

Dr. Roopa Gupta *Roopa*

Mrs. Bir Inder Kaur *Bir Inder*

Dr. Punam Devi Bagi *Punam*

Dr. Seema Pandey *Seema*

The SEC (Quantitative Aptitude) was offered to the students of BA 3<sup>rd</sup> Semester by NEP Committee in the meeting held 3.7.2024. After reviewing the workload of all the departments, the committee recommended that SEC (Report Writing) should be offered in BA 3<sup>rd</sup> Semester and will be taught by department of English.

*[Signature]*  
Principal  
Govt. College for Girls  
Palwal (Kurukshetra)

### Minutes of the meeting

An urgent meeting of NEP committee was held in Library at 02:00 PM on 20.7.2024

Agenda: To discuss and decide the issue regarding allotment of SEC of 3<sup>rd</sup> semester to English department

Dr. Meenakshi *Meenakshi*

Dr. Roopa Gupta *R*

Mrs. Bir Inder Kaur *Bir*

Dr. Punam Devi Bagi *Punam*  
20/7/2024

Dr. Seema Pandey *Seema*

On the request of time table incharge, Dr. Satbir singh, the NEP committee reviewed the human and physical resources of computer department of the college. NEP Committee is in view that SEC of BCA & Physical sciences 3<sup>rd</sup> semester i.e. Advanced IT Skills will be replaced by report writing and taught by English faculty.

*Adarsh*  
Principal  
Govt. College for Girls  
Palwal (Kurukshetra)

### Minutes of the meeting

An urgent meeting of NEP committee was held in in Library on August 1,2024 at 9.30am.

Agenda: To discuss the allotment of SEC of B.Com 3<sup>rd</sup> semester to English department

Dr. Meenakshi *Meenakshi*

Dr. Roopa Gupta *Roopa*

Mrs. Bir Inder Kaur *BIR*

Dr. Punam Devi Bagi *Punam*

Dr. Seema Pandey *Seema*

Keeping in consideration of workload of English department, SEC (Report Writing) is allotted to department of English. Earlier the SEC (Quantitative Aptitude/Logical Reasoning) was allotted to department of Mathematics.

*Meenakshi*  
Coordinator

NEP

*Ashe*  
Principal  
Govt. College for Girls  
Palwal (Kurukshetra)



On the request of Dr. Roopa Gupta, Head of English department received on 3/8/2024, paper Report Writing (SEC of 3rd Semester) is replaced with Communication in Professional life".

#### NEP Members

1. Dr. Meera Kati Meera
2. Dr. Roopa Gupta Roopa
3. Mrs. Bir Indu Kaur B. K.
4. Dr. Punam Devi Baggi B. K.
5. Dr. Seema Pandey S. P.

Seema

Principal  
Govt. College for Girls  
Palwal (Kurukshetra)