

## Meeting Proceedings

An online meeting of all the Heads of the Departments along with the teacher representatives of the Departments was held on 12<sup>th</sup> June, 2021 at 11a.m through Google Meet. The meeting was chaired by Dr.L.Khiloni, Principal of the College and Co-ordinated by Dr.N.Ajith Singh, Assistant Professor, Computer Science.

### Members Present

Sl.No.	Name	Designation	Department
1	Dr.L.Khiloni	Principal	Anthropology
2	L.Solomon Dangsawa	Vice-Principal	English
3	Nongmeikapam Somorendro Singh	HoD	Mathematics
4	Naorem Homeshwar Singh	HoD	Economics
5	Nongmaithem Birohini Devi	HoD	Botany
6	Laishram Premjit Singh	HoD	Chemistry
7	Dr.Wanglar Alphonsa Moyon	Asst.Prof.	Zoology
8	Roel Omilan Moyon	Asst.Prof.	History
9	Marim Paingam	Asst.Prof.	Botany
10	Monica Jasmine Langhu	Asst.Prof.	Environmental Sciences
11	Dr.Ng.Khosirngak Moyon	Asst.Prof.	Education
12	Dr.Alita Tarao M	Asst.Prof.	History
13	Cliff Serbum	HoD	Computer Science
14	Ngamthen Serbum Moyon	HoD	Physical Education
15	Ng.Thermi Moyon	Librarian	Library
16	Mayrose Ngoruh	Asst.Prof.	Political Science
17	Dr.Sanabam Prakash Singh	Asst.Prof.	Manipuri
18	Celine Roel Ringriih	Asst.Prof.	Zoology
19	Dr.Nongmaithem Ajith Singh	Asst.Prof.	Computer Science
20	Dr.Potshangbam Sapna	Asst.Prof.	Physics
21	Dr.Khedarani Koijam	Asst.Prof.	Food Processing Technology
22	Dr.Kshetrimayum Surjit Singh	Asst.Prof.	Statistics
23	Ngoruh Ruth Moyon	Asst.Prof.	Sociology
24	Yengkhom Sandhyarani Devi	Asst.Prof.	Statistics
25	Kh.Anil Kumar Singh	Asst.Prof.	Hindi

After brief introduction of the agenda on online classes to be taken up for 2<sup>nd</sup>,4<sup>th</sup> and 6<sup>th</sup> Semester Students by the Principal in pursuance of Directorate of University & Higher Education Order No.3/3-116/2018 dated 11<sup>th</sup> June,2021,the following resolutions were unanimously passed by the members present.

1. To take up online classes for 2<sup>nd</sup>,4<sup>th</sup> and 6<sup>th</sup> Semester Students in the following mode:
  - a. Use of online platforms such as Zoom,Google Meet,Webex etc. to interact with the students on virtual mode.

- b. Preparation of written notes of the class lectures unit-wise by each Teacher and share it through Whatsapp or Email.
  - c. Preparation of Video clips of at least 1 to 2 class lectures unit-wise by each Teacher and share it through Whatsapp or Email.
2. The records of attendance of all the students for each online class conducted, Video Clips, Study Materials and lesson plans for the next week are to be submitted to Dr.N.Ajith on weekly basis so as to consolidate in the system Department-wise and be submitted to the Principal for further necessary action.
3. HoDs or members present are to relate it to their faculty members and work out accordingly.
4. The Resolutions passed are to be implemented by the Teaching faculty of all the Departments headed by the HoDs with immediate effect.

The meeting ended with a vote of thanks to all the members present by Dr.L.Khiloni, Principal.

  
(DR.L.KHILONI)

Principal

South East Manipur College, Komlathabi

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