

# Department Meeting Records 2025–26

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## **Admission & Prospectus Committee Planning**

Date: Thursday, 15th April 2025

Agenda:

- - Review of admission process and schedule
- - Planning for BOS and subcommittee
- -Finalization of B.Com. I Year prospectus and faculty allocation
- - Pre-term planning and readiness for NEP 1.0 and NEP 2.0 courses

Resolutions Passed:

- - Admission process for B.Com. I Year to begin on 3rd June 2024
- Prepared Schedule for BOS meeting and subcommittee meeting
- - Prospectus content finalized and printed copies distributed
- - Admission committee duties assigned to respective faculty
- - College term confirmed to begin on 15th June 2024

## **Meeting 1: Academic Planning & NEP Implementation**

Date: Saturday, 12th June 2025

Agenda:

- - Planning academic calendar and term schedule for 2025–26
- - Finalizing semester examination timeline
- - Syllabus distribution and teaching plans
- Semester Exams for Sem I, III, V planned

Resolutions Passed:

- - Term to begin from 15th June 2025
- - Semester Exams for Sem I, III, V planned for Oct–Nov 2025
- - Semester Exams for Sem II, IV, VI scheduled in April–May 2025
- - Faculty-wise syllabus allocation completed
- Semester Exams for Sem I, III, V planned for Oct–Nov 2025

## **Academic Planning & Exam Schedule**

Date: Saturday, 18th Aug 2025

Agenda:

- - Planning academic calendar and term schedule for 2025–26
- - Finalizing semester examination timeline
- - Syllabus distribution and teaching plans

Resolutions Passed:

- - Term to begin from 15th June 2026
- - Semester Exams for Sem I, III, V planned for Oct–Nov 2025
- - Semester Exams for Sem II, IV, VI scheduled in April–May 2025
- - Faculty-wise syllabus allocation completed

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## **Meeting 3: Industrial Visit & Practical Exposure**

Date: Saturday, 14th December 2025

Agenda:

- - Finalization of industrial trip and visit schedule
- - Open Book Test and Internal Evaluation Review

Resolutions Passed:

- - Industrial Trip scheduled for 10th Jan 2026
- - Open Book Test for final year to be conducted in January
- Internal evaluation performance to be submitted by all staff by end of December

## **Meeting 4: Research, Feedback & Future Planning**

Date: Saturday, 15th March 2025

Agenda:

- - Review of student feedback forms
- - Faculty research and publication status
- - Preparation for NAAC document submission
- - Future planning and best practices
- Finalizing semester examination timeline

Resolutions Passed:

- - Feedback forms collected and summarized; discussed with staff
- - Faculty asked to submit one research paper by June 2025
- - NAAC preparation timeline initiated
- - One best practice selected: "Entrepreneurship Skill Incubation Program"
- Semester Exams for Sem II, IV, VI scheduled in April-May 2025