

विभागीय डायरी

संस्कृत विभाग

2021—2022

2022—2023

2023—2024

DATE

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2022-2023

classmate

PAGE

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TIME TABLE 2022-23

SANSKRIT DEPARTMENT

PERIOD/	I 09:30-10:00	II 10:00 - 11:00	III 11:00 - 12:00	IV 12:00 - 01:00	V 01:00 - 02:00	VI 02:00 - 03:00	VII 03:00 - 04:00	VIII 04:00 - 05:00
B.A. I			Dr. Upasana Singh DAILY (9)					
B.A. I Minor					Dr. Upasana Singh			
B.A. II		Ms. Nishi DAILY (9)						
B.A. II Minor				Ms. Nishi (9)				
B.A. III					Dr. Anju Rastogi DAILY (9)			
M.A. I yr		Dr. Anju Rastogi Course III (OLD 21)	Dr. Poonam lakhampal Course II (OLD 21)	Dr. Upasana Singh Course I (OLD 21)	Ms. Nishi Course IV (OLD 21)	Library Dr. Poonam - M.T.W. Dr. Anju- Th.F.S		
M.A. II yr		Dr. Poonam lakhampal Course X (Green Room)	Ms. Nishi Course XI (Green Room)	Dr. Anju Rastogi Course XI (Green Room)	Dr. Poonam lakhampal Project/Viva (Green Room)	Dr. Upasana Singh Course IX (Green Room)		

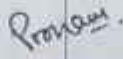
P. P. Singh
HEAD
Department of Sanskrit
R.G. (P.G.) College
Meerut


M. Singh
Principal
Raghunath Girls' Post Graduate College
Meerut

TEACHER WISE TIME TABLE 2022-2023

SANSKRIT DEPARTMENT

Teachers Name	I 09:00 - 10:00	II 10:00 - 11:00	III 11:00 - 12:00	IV 12:00 - 01:00	V 01:00 - 02:00	VI 02:00 - 3:00	VII 3:00 -	VIII 04:00 -
Dr. Poonam Lakhanpal		MA II yr Course X Daily (Green Room)	MA I yr Course II Daily (OLD 21)	College Work/ Deptt. Work/ Research Work Remedial/ Tutorials classes,Net Classes	MA II yr Project/Viva Daily (Green Room)	M.A.I Library - M.T.W		
Dr. Anju Rastogi		MA I yr Course III Daily (OLD 21)	College Work/ Deptt. Work/ Research Work Remedial/ Tutorials classes,Net Classes	MA II yr / Course XI Daily (Green Room)	BA III Daily (9)	M.A.I Library- Th.F.S		
Dr. Upasana Singh		College Work/ Deptt. Work/ Research Work Remedial/ Tutorials classes,Net Classes	BA I yr Daily (9)	MA I yr Course I Daily (OLD 21)	BA I yr Minor Daily	MA II yr Course IX Daily (Green Room)		
Ms. Nishi		BA II yr Daily (9)	MA II yr Course XI Daily (Green Room)	BA II yr Minor Daily (9)	MA I yr Course IV Daily (OLD 21)	College Work/ Deptt. Work/ Research Work Remedial/ Tutorials classes,Net Classes		


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Principal
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 College
 Meerut

RAGHUNATH GIRLS' POST GRADUATE COLLEGE, MEERUT

ACADEMIC COLLEGE CALENDAR 2022-23

The schedule will be followed as per University, Government and UGC guidelines.

June 2022

- Prospectus to be reformulated as per NEP 2020.
- Formation of IQAC & college committees.
- Processing and submission of AQAR 2020-21.
- Annual Exams of University.

July 2022

- College reopens on 16th July 2022. Meeting of Principal with the staff.
- University exams of UG and PG to be conducted as per University directions.
- University exams of B.Ed. to be continued.
- Formation of IQAC for the session 2022-23.
- IQAC meeting with the Principal and staff for the forth coming NAAC visit.
- Convenors of different committees to be reappointed.
- College calendar to be prepared.

August 2022

- Departmental time table & calendars to be made and submitted to IQAC.
- University exams to be conducted as per University schedule.
- Independence Day and Azadi ka Amrit Mahotsav week celebration as per Government directions.
- National sports day, Small Industry day to be celebrated.
- IQAC members meeting.
- Website updation.
- Publication of college Magazine 'Saurabh'.
- Preparation for the forth coming NAAC visit.
- U.G. & P.G. final classes to begin.
- Stock checking of the departments.
- Departments to send their Annual Report.

September 2022

- Meeting of Principal with Incharges of the departments and different committees.
- Admission and renewal of U.G. & P.G.
- U.G. admissions to be done as per university directions.
- Website updating.
- College-O-Scope to be prepared.
- Library upgradation and departmental maintenance.
- Classes of U.G. & P.G. to be started.
- Stock Registers of the departments to be signed by Principal.
- Diaries to be prepared by the faculty members of the departments.
- Mentor-Mentee groups to be formed and displayed on notice board after the admissions are complete.
- Expected date of NAAC visit.
- National Nutrition week, World Ozone Day, International Day of Peace, Teacher's Day, World Tourism Day, Hindi Day to be celebrated.
- Programmes related to Gender sensitization to be organised.

October 2022

- Celebration of Gandhi Jayanti & International Day of Non-Violence, World Wild Life Week, International Girl Child Day, World Food Day, Rashtriya Ekta Divas, National Integration Day, National Unity Day.
- Admissions and renewals of U.G. & P.G. to be completed.
- Online scholarship forms to be filled.
- New vocational and skilled courses to be introduced.
- Mentor-Mentee groups to be formed of P.G students and reported to IQAC.
- Classes to continue.
- Diaries to be prepared by the departments.
- Departmental Associations to be formed.
- IQAC team to monitor the application of CAS promotions.
- Meritorious students to be felicitated at departmental & college level

November 2022

- Talks, Competitions, Workshops and training programs to be conducted on contemporary issues.
- Website updation.
- First Internal exam of P.G. I & III semester to be conducted.
- AQAR 2021-22 to be prepared by IQAC members.
- World Cancer Awareness Day, Children's day, World Citizen Day, Constitution Day etc to be celebrated.
- Workshop on IPR/Start-up policy under RGPG innovation cell & IQAC.

December 2022

- IQAC meeting with the governing body and AQAR submission of 2021-22.
- IQAC team to monitor the applications of CAS promotions.(if any)
- Quotations to be called for purchases by practical departments.
- Internal exams of the U.G. as per NEP 2020.
- Remedial classes & NET classes to be taken.
- World AIDS Day, Human Right Day and National Consumer Day to be celebrated.
- Seminar/Conference on Framework for Outcome Based Education (OBE) sponsored by NAAC under IQAC.

January 2023

- Second internal exams and evaluation of P.G. Sem. I & III to be conducted.
- Departments to place orders for books and other departmental requirement.
- University Exams of U.G. I & III semester and PG semester I & III to be conducted.
- Celebration of Republic Day, World Hindi Day, Youth Day, National Road Safety Week etc.

February 2023

- Students' database of 2022-23 to be prepared.
- AISHE to be uploaded.
- Remedial classes to be taken for UG final year students.
- Departmental Diaries & registers to be completed and signed by the Principal.
- Stock checking to be initiated.
- Assignments/Seminars of P.G. Sem. II & IV to be allotted.
- Internal marks of P.G. Sem. I & III to be uploaded.
- 75th Founders Day celebration on 27th of February.
- National Science Day to be observed.
- Annual Sports Meet for faculty & students.

March 2023

- Stock checking to be completed and departmental accounts closing to be done.
- International Women's Day, Water Day, etc to be celebrated.
- Remedial Classes to be taken.
- Courses to be completed of U.G. Final year.
- Seminars/Symposium/Conferences to be organised by the departments on subject relevant topics.

April 2023

- IQAC members meeting.
- Maintenance of departments, library, laboratories and office.
- University Annual exams 2022-23.
- First Internals to be conducted and evaluated for P.G. Sem. II & IV.
- Annual Report of Department/Association highlighting Departmental, Teachers and students achievements to be submitted.
- World Earth Day & World Intellectual Property Day to be celebrated.
- Internal Assessment exams of U.G. semester II & IV

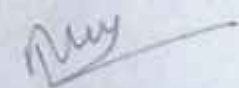
May 2023

- University Annual Exams of U.G. final 2022-23.
- Second Internals to be conducted & evaluated for P.G. Sem. II & IV.
- Assignments/Seminars of P.G. students to be taken.
- Online submission of Internal marks of P.G. Sem. II & IV and U.G. semester II & IV.
- World Biodiversity Day to be celebrated.

June 2023

- University Exams of U G. and P.G. semester II & IV.
- University exams of B.Ed.
- Followed by summer vacation.
- World Environment Day & International Yoga day to be celebrated.


17.9.22
Dr. Seema Jain
IQAC Coordinator
Raghunath Girls' Post Graduate College
Meerut


(Prof. Nivedita Kumari)
Principal
Raghunath Girls' Post Graduate College
Meerut

Other National/International Days relevant to the Departments or instructed by the Government to be celebrated accordingly.

Departmental Academic Calendar 2022-23June 2022 (Summer Vacations)

- (i) University Annual & B. Ed. Exams.
- (ii) Working with IQAC
- (iii) Processing and submission of AQAR-2020-21.

July 2022

- (i) College reopens on 16th July 2022
- (ii) Meeting of staff with Principal
- (iii) University Exams of UG & PG to be conducted.
- (iv) University Exams of B. Ed. to be continued.
- (v) Meeting with Principal as IQAC member.
- (vi) IQAC meeting with the Principal & staff for the forthcoming NAAC visit.
- (vii) Preparation of Departmental Time-Table, Work-load & allotment to the departmental staff and submission to the Principal.

August 2022

- (i) Department's requirements to Principal & office.
- (ii) University Exams to be conducted as per University schedule.
- (iii) 75th Independence Day, Azadi Ka Amrit Mahotsav week celebration as per Government directions.
- (iv) Participation in IQAC Meeting.
- (v) Departmental information for updation of Website.
- (vi) Mattal collection & publication of Sanskrit Section of College Magazine "Sanskrit".
- (vii) Preparation for the forthcoming NAAC visit.
- (viii) B.A. III yr & PG III sem. classes to begin.
- (ix) Departmental Annual Report to IQAC/College O Scope/Website

September 2022

- (i) Meeting with Principal & Incharges of the department & committee.
- (ii) Admission and renewal of P.G.
- (iii) Classes to be begun of UG after the renewal.
- (iv) Website Updating
- (v) Reports for College - O-Scope
- (vi) Library upgradation & Departmental maintenance.
- (vii) Diaries to be prepared by the faculty members & to be signed by the Principal.
- (viii) Mentor-Mentee groups to be formed at departmental level after formation by the concern committee.
- (ix) Expected visit of NAAC.
- (x) International Day of Peace & Teachers' Day Celebration.

October 2022

- (i) Preparation of Greta in Granthi Jayanti & Celebration.
- (ii) Celebration of Rashtriya Ekata Diwas.
- (iii) Admission and renewal of PG to be completed.
- (iv) Mentor-Mentee groups information to IQAC.
- (v) Classes to continue.
- (vi) Monthly Diaries to be prepared.
- (vii) Meritorious students to be felicitated at Departmental level.
- (viii) Debate Competition for Vyasa Samaroha.
- (ix) Participation in Vyasa Samaroha.
- (x) Guest Lecture to be organised.

November 2022

- (i) Quiz Competition at Departmental level.
- (ii) Website updation.
- (iii) First Internal Exams of PG I & III Sem. to be conducted.
- (iv) AQAR preparation.

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December 2022

- (i) Participation in IQAC Meeting
- (ii) ARAR to be submitted.
- (iii) Selection of books to purchase for library
- (iv) Internal exams of UG as per NEP-2020. Students to be guided for the same.
- (v) Remedial classes of the UG & NET classes to be taken.
- (vi) Guest lecture of eminent speaker to be organised.

January 2023

- (i) II Internal Exams of PG I & III sem to be conducted & to be evaluated
- (ii) Orders for books to be placed.
- (iii) University Semester Exams to be conducted
- (iv) Celebration of 75th Anniversary completed of Independence Day "Azadi Ka Amrit Mahotsava", "Har Ghar Tiranga."
- (v) Participation with Sanskrit Programme in the above programme.

February 2023

- (i) Details of PG Students to be sent for Database-2022-23.
- (ii) Details of Department and students to be sent for AISHE.
- (iii) Remedial classes to be taken.
- (iv) Departmental Diaries & registers to be completed & signed by the principal.
- (v) Assignments / Seminars of PG II & IV Sem to be allotted.
- (vi) Internal marks of PG I & III sem to be uploaded
- (vii) 75th Founders day Celebration on 27th February.
- (viii) Participation in Annual Sports Meet for Faculty & Students.

March 2023

- (i) Celebration of International Women's Day.
- (ii) Remedial classes to be taken.

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 Incharge
 Department of Sanskrit
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- (iii) Courses to be completed of UG III ye.
- (iv) Seminars/Symposium/conference to be organised.

April 2023

- (i) P Q A C Meeting.
- (ii) Maintenance of department, Deptt. Library
- (iii) University Annual Exams 2022-23
- (iv) I Internal Exams of PG II & IV Sem. to be conducted and evaluated.
- (v) Annual Report of Deptt/Association to be submitted.
- (vi) Internal Assessment Exams of UG II & IV Sem.

May 2023

- (i) University Annual Exams of UG III ye - 2022-23.
- (ii) II Internal Exams of PG II & IV Sem to be conducted & evaluated.
- (iii) Assignments/Seminars of PG II & IV Sem to be taken & evaluated.
- (iv) On line Submission of Internal Marks of PG II & IV Sem and UG II & IV Sem.

June 2023

- (i) University Exams of UG & PG II & IV Sem.
- (ii) University Exams of B. Ed.
- (iii) Followed by summer vacations.
- (iv) World Environment Day & International Yoga Day Celebration.

Poojari

HEAD
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Meerut

Raghu

Principal
Raghu Nath Ghilly Post Graduate College
Meerut

DATE

Course Allotted

P. No.

Teacher's Name

Paper's Name

Code No.

	M.A. IV Sem XIV	संस्कृत एवं अर्थशास्त्र	G-1483
Dr. Panna Lakhanjal	M.A. III Sem X	संस्कृत, अर्थशास्त्र एवं सामंजस्यपूर्ण पर. प्रश्नानु.	G-3083
	M.A. III Sem XII	संस्कृत एवं मौर्यकाल	G-782
	M.A. II Sem VII	संस्कृत व्याकरण	G-2483
	M.A. I Sem III	संस्कृत टीका (संस्कृत, संस्कृत एवं अर्थशास्त्र)	G-1853

Dr. Anj. Sarangi	M.A. IV Sem XIV	संस्कृत, अर्थशास्त्र एवं अर्थशास्त्र	G-1484
	M.A. III Sem XI	संस्कृत विज्ञान एवं संस्कृत व्याकरण	G-3084
	M.A. II Sem VII	संस्कृत व्याकरण, विज्ञान एवं अर्थशास्त्र	G-2084
	M.A. I Sem III	संस्कृत एवं अर्थशास्त्र	G-1084

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PAGE Date

V. No.

Paper's Name

Code No.

	B.A. III V	संस्कृत, अर्थशास्त्र, अर्थशास्त्र	A-320
		संस्कृत, अर्थशास्त्र, अर्थशास्त्र, अर्थशास्त्र	A-330

Panna
HEAD
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PAGE

DATE

Course Allotted

P.G.

Teacher's Name	Paper's Name	Code No.
Upananda Singh	M.A. III Sem - VIII शांतीस्य शान्ति (वेदान्त योग तथा योगस्य शान्ति)	G-1082
	M.A. III Sem - IX संस्कृत विद्वान्	G-3082
	M.A. II Sem - X संस्कृत व्याकरण	G-2082
	M.A. I Sem - I वेद, ब्राह्मण, श्रुति एवं मैत्रिक शास्त्रस्य का इतिहास	G-1082

K.M. Mishra	M.A. IV Sem - XII वाङ्मयस्य एवं अर्थशास्त्र	G-4082
	M.A. III Sem - XI शांति विज्ञान एवं संस्कृत शास्त्रस्य	G-3082
	M.A. II Sem - VIII कर्मणोः शान्तिः	G-2082
	M.A. I Sem - IX शांतिशास्त्रस्य एवं वाङ्मयस्य	G-1082

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PAGE DATE

U.G.

Paper's Name

Code No.

B.A. I	I Semester संस्कृत - भाषा शास्त्रस्य एवं वाङ्मयस्य	A03001T
	II Semester संस्कृत वाङ्मयशास्त्रस्य, अर्थशास्त्रस्य एवं वाङ्मयस्य, अर्थशास्त्रस्य	A030201T

B.A. II	III Semester संस्कृत - भाषा शास्त्रस्य एवं वाङ्मयस्य	A030301T
	III Semester वाङ्मयशास्त्रस्य एवं संस्कृत विद्वान् शास्त्रस्य	A030401T

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PAGE

July 2022

DATE

- ग्रीष्मावकाश के मध्य 5th July 2022 को 'बन महोत्सव' कार्यक्रम के अन्तर्गत महाविद्यालय द्वारा आयोजित 'वृक्षारोपण' अभियान में विभागीय शिक्षिकाओं तथा छात्राओं ने प्रतिभागिता की।
- छात्राओं को पौधे वितरित किए गए, जिन्हें उन्होंने अपने घरों में, घरों के समीप उपयुक्त स्थानों पर लगाया तथा उनके स्वस्थ रखाने की प्रतिज्ञा ली।
- 16th July 2022 को ग्रीष्मावकाशोपरान्त विद्यालय खुला।
- प्रथम कार्यदिवस पर प्राचार्या के साथ मीटिंग।
- विभागीय शिक्षिकाओं से विभाग सम्बन्धी कार्यों एवं विषयों पर चर्चा।
- 19th - 27th July 2022 तक शिक्षकवृद्ध शाला का अवकाश घोषित।
- NAAC को वृष्टिगत रखते हुए विभाग में करणीय कार्यों पर चर्चा।
- प्राचार्या जी से लिखित निवेदन।
- विभागीय सदस्याओं द्वारा B. Ed. University Exams में निरीक्षण कार्य।
- टाइम-टेबिल कमेटी में कार्य।
- University Annual Exams में Duties.

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Meerut

Anjana

Anjan

Yashika

Raj

Principal
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Meerut

August 2022

DATE:

Faculty Name	Class Register/Code	Class/Topic	Course Completed	Any Other/Remarks
डॉ. इयास अहमद मकसू	MA 301 C-3 G 301 पहिली टर्म काउर्स	10	पाठ्यक्रम समाप्त, समकालीन अर्थशास्त्र पर लेख लिखे उन्होंने की, उनको एक सहायक उन्होंने की सहायगी देना मैट्रिकल कक्षा का नया प्रारंभिक परीक्षा, समाधान का प्रश्न	गणना की समस्याओं का परिभाषा देना तथा समाधान एवं विश्लेषण देना
डॉ. अमजद तुलौबी	MA 303 C-3 G 303 संस्कृत आरक्षण	12	संस्कृत व्याकरण का अध्याय परिचय, प्र. प्रकार एवं भू. भाग रूप एवं लट और लोप, लकार रूप सिद्धि	बातचीत को जोड़कर से पाठ्यक्रम से अलग करना
	MA 302 C-3 G 302 A-330, 331	03	एक पुस्तिका संकलन का समाप्ति परीक्षा एवं संबंधित प्रश्न	"

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College Work	Departmental Work	Working Days	Lesson Taken	Signature
<p>ESK परीक्षा से के बाद MA 301 की परीक्षा निर्धारित की में तथा तैयारी के लिए परीक्षा का दोसरा महीना बैठक में परिभाषित MA 301 के विषय निर्धारित एवं से सहायता परीक्षा में विशेष कार्य</p>	<p>उपरोक्त विषयों में की परीक्षा निर्धारित की का विषय कायम, आवृत्तियों को देना समाधान एवं सहायता कई कक्षाओं में शिक्षा like table बना कर परीक्षा में उपलब्ध कार्य के लिए सहयोग प्रदान किया</p>	24	x	Jag
<p>एक दिन मंगली से कार्य</p>	<p>विशालीय बैठक में सहभागिता विशालीय कार्य में सहयोग में कार्य</p>	24	x	Jag

classmate

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Teacher Name	Class Subject & Code	Credits Taken	Course Completed	Any Other / Remark
डॉ. उषाका मिश्र	भा.भा. III Sem II A-308 शिक्षा, शिक्षा	10	राजस्थान की परंपरागत एवं सहस्रसंस्कृतित उपरकी संस्कृत कालः परिवर्तनस्य प्रभावः पर शिक्षणस्य तथा प्रचलनं का उपलक्षणं जान्ते	
श्रीमती	भा.भा. III Sem III A-308 शिक्षा विज्ञान	12	शिक्षा विज्ञान का सामान्य परिचय, शिक्षा उन्नति	

DATE [] [] [] [] [] []

College Work	Departmental Work	Workings Days	Leave Days	Signature
मि. वि. परीक्षा में कक्षा शिक्षक की हज़ारी, उपस्थिति के तहत समीक्षा के उपलक्ष में इ. उ. के. के सौचर्यी-समीक्षा में के उपलक्ष में, उपलक्ष में कार्यक्रम पर्यवेक्षण मीटिंग में सहभागिता, प्रशासनिक कार्य का समायोजन	उपलक्ष में समायोजन विभाग कार्य का निष्पत्तिसु, प्रती के उपलक्ष में उपलक्ष में विभागीय सत्र पर प्रीत्यर में उपलक्ष में उपलक्ष में संस्कृत साहित्यिक विभाग उपलक्ष में उपलक्ष में	24	01-02	
	विभागीय कार्यों में सहभागिता	24		

Principal
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Department of Sanskrit
R.G. (P.G.) College
Merrut

Principal
Rajasthan Govt Post Graduate College
Merrut

September 2022

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Teacher Name	Class	Class	Course Completed	Any other Remarks
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Dr. Anshu Rastogi	M.A. II Sem	22	कला अर्थशास्त्र प्रकरण 100% सुशास्त्रिक - मोडलिनिंग - पूर्ण	अन्य विवरण हेतु उपस्थिति
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Dr. Anshu Rastogi	M.A. III Sem	23	श्री ध्यातु लक्ष, विश्वीय कर्म लक्ष, लक्ष्य और सिद्धि पूर्ण समाप्त का सामाज्य परिचय समाप्ती आम समाप्त पूर्ण, तत्पुत्र समाप्त प्राप्त	प्राथम्य समाप्ती उपलब्ध कागज
	B.A. III	21	पद्य परिचय संवाद पूर्ण काल का सामाज्य परिचय काल - आर्षा, अनुचय अनुचय संज्ञक लक्ष्य उपस्थिति, वसंत द्विविधियत लक्ष्य मिलान समाप्त, स-समाप्त समाप्ती समाप्ती निर्दिष्ट पूर्ण	पुस्तकलय में उपलब्ध पुस्तकें, विद्यार्थी का टीका ज्ञान

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College work	Departmental work	working hours	Days	Index	Signature
NAAC की तैयारी के उभरी- कर्म पर विद्यार्थी एवं विद्यार्थी दोनों में प्रतिक्रिया	NAAC के कक्षा मूल्यांकन में जाने वाली प्रश्न की कुल तैयारी	20	100	20	
प्राथम्य कक्षा अनुभव बैठक में प्रतिक्रिया	NAAC के कक्षा के उपलब्धता की उपलब्धता में समाप्त				
NAAC के प्रश्न प्रश्न में उपस्थिति NAAC के प्रश्न प्रश्न में उपस्थिति	NAAC के प्रश्न प्रतिक्रिया				

NAAC की तैयारी में में विद्यार्थी कागज के समाप्त	विद्यार्थी कागज में उपलब्ध	25			
NAAC के प्रश्न प्रश्न में उपस्थिति					

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Teacher's Name Class Section
 Experience taken Course Completed Any other Remarks

डॉ. उपेक्षित सिंह क.स.सि.सि. 93
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 साहित्य विभाग
 भा.सि.सि.सि.सि.
 आस्तिकीय
 से परिचय
 एवं व्याख्यान

अनुभव - 1, नागरीय चरित्र
 रसगुण - परिचय, कृतक कथा
 विभागीय - सदी संस्कृत सुभाषित
 नवजातीय कथाओं की प्राप्ति
 जगत् एवं दुर्लभ पत्रिका
 जनसंख्या प्रवृत्ति, रसुक्ता
 प्रथम एवं प्रथम

मिस्त्री
 M.A. Sanskrit 03
 II B. Sanskrit
 भाषा-विभाग

भाषा-विभाग का
 सामान्य परिचय
 प्राकृतिक एवं नवीन
 परंपराएं एवं
 प्राकृतिक संस्कृत
 धर्मकर्म उद्घाटन करना

B.A. II Sem 05
 आस्तिकीय
 संस्कृत-परिचय
 एवं व्याख्यान

नाट्यशास्त्र के प्रमुख
 नाटककारों का परिचय व
 उद्दिष्ट्यशास्त्र के
 प्रमुख

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संस्कृत संस्कृत संस्कृत
 में संस्कृत
 किंवा संस्कृत में संस्कृत
 प्रथम से संस्कृत में संस्कृत

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विभागीय कार्यों में
 सहभागिता 25

P. S. Singh
 HEAD
 Department of Sanskrit
 R.G. J.G. College
 Meerut

P. S. Singh
 Principal
 Rghuvar Singh Path Sanskrit College
 Meerut

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Teacher's Name	Class	Classes Taken	Course Completed	Any other Remarks
डॉ. अरुण कुमार	M.A. III	8	अर्थशास्त्र का प्रारम्भिक अध्ययन आर्थिक चरमोच्च के संकेतों का विवेचन	Hand Out देना और Discussion के विषय
	Em.			
	C.S.G. 2000			
	संशोधन			
	ना प्रारम्भ			
			उप. प्र. अध्याय 10 के 20 प्रश्न	

DATE

College work	Departmental work	Working Days	Classes Taken	Signature
अर्थशास्त्र का प्रारम्भिक अध्ययन से सम्बन्धित	अर्थशास्त्र के पाठ्यक्रम का अध्ययन एवं विषय-सूची के तहत प्रश्नों का उत्तर देना और व्याख्यान देना	11	100%	Yes

डॉ. अरुण कुमार	M.A. III	10	अर्थशास्त्र का प्रारम्भिक अध्ययन आर्थिक चरमोच्च के संकेतों का विवेचन	
	C.S.G. 2000			
	संशोधन			
	B.A. III	11	वैदेशी व्यापार का प्रारम्भिक अध्ययन वैदेशी व्यापार के संकेतों का विवेचन आर्थिक चरमोच्च के संकेतों का विवेचन	
	C.S.G. 2000			
	A.S.G. 151			

M.A. I	अर्थशास्त्र का प्रारम्भिक अध्ययन से सम्बन्धित	11	100%	Yes
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DATE

classmate

DATE

DATE

Teacher Name	Class	Class Taken	Course Completed	Remarks/Remarks
श्री. उपसमाधि	B.A. III Sem	03	संस्कृत साहित्य-1 विषय लेखन अथवा उपर्युक्त प्रश्नोत्तर अथवा 25/1-25/2 सफल	
	B.A. III Sem Research		संस्कृत (प्रश्नोत्तर) समाप्त लेखन विषयों में कार्य प्रारम्भ एवं विद्यार्थियों को प्रश्नोत्तर का अध्ययन	संस्कृत (1-20 सप्ताह) का फटाटा टेस्ट, प्रश्न एवं विद्यार्थियों को प्रश्नोत्तर का अध्ययन
मेरी	B.A. III Sem	10	भाषा की उत्पत्ति एवं विकास, भाषा परिवर्तन की दिशाएं	भाषाओं की उत्पत्ति एवं उत्पत्ति संबंधित वर्णन
	B.A. III Sem Research	15	परिचय-साहित्य-संग्रह का अध्ययन व द्वितीय अंक समाप्त साहित्यिक परम्परा के प्रमुख नमूने का परिचय	

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College work	Departmental work	Working Days	Class Taken	Signature
B.A. III Sem में भाषा कार्य प्रेरित/प्रश्नों के उत्तर की रूपरेखा	विषय आधारित कार्य का समाप्ति	11	01 C-1	

classmate

Principal
HEAD
Department of Sanskrit
R.G. (PG) College
Morad

Principal
Amharaj Sahi Post Graduate College
Morad

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TEACHER'S NAME				DATE [] [] [] [] [] [] [] [] [] []					
Teacher's Name	Class Report Code	Class taken	Course Completed	Any class/Remarks	College work	Departmental work	Working Days	Leave taken	Signature
Dr. Jyoti Wadhvani	M.A. II Sem C-24-1003 शास्त्रीय भाषाशास्त्र 20000	10	कोश प्रकाश के ग्रन्थ जलसा के एकीकृत व्याख्या देना विभिन्न भाषाओं का व्युत्पत्ति एवं व्युत्पत्ति का अर्थ	दस्तावेज की तैयारी एवं अर्थ संतोषपूर्ण	ग्रन्थालय सभित (कोश) में जातिगोपिता	भाषाशास्त्र में स्वीकारिता एवं जोड़ना पढना	24	2 CL	
M.A. I Sem C-24-1007 शास्त्रीय भाषाशास्त्र	15	एच.ए. जलसा का प्रयोगकर्ता भारतीय दर्शन का आर्थिक पीछा एवं अर्थ संतोषपूर्ण	दस्तावेज की तैयारी एवं अर्थ संतोषपूर्ण	ग्रन्थालय सभित (कोश) में जातिगोपिता	भाषाशास्त्र में स्वीकारिता एवं जोड़ना पढना	24	2 CL		
Dr. Jyoti Wadhvani	M.A. II Sem C-24-1004 शास्त्रीय भाषाशास्त्र	22	नाट्यीय एवं दृश्य कला का अर्थ संतोषपूर्ण	दस्तावेज की तैयारी एवं अर्थ संतोषपूर्ण	ग्रन्थालय सभित (कोश) में जातिगोपिता	भाषाशास्त्र में स्वीकारिता एवं जोड़ना पढना	24	2 CL	
M.A. I Sem C-24-1008 शास्त्रीय भाषाशास्त्र	17	श्री दर्शन एवं दृश्य कला का अर्थ संतोषपूर्ण	दस्तावेज की तैयारी एवं अर्थ संतोषपूर्ण	ग्रन्थालय सभित (कोश) में जातिगोपिता	भाषाशास्त्र में स्वीकारिता एवं जोड़ना पढना	24	2 CL		
M.A. II Sem C-24-1011 शास्त्रीय भाषाशास्त्र	21	अर्थ संतोषपूर्ण	दस्तावेज की तैयारी एवं अर्थ संतोषपूर्ण	ग्रन्थालय सभित (कोश) में जातिगोपिता	भाषाशास्त्र में स्वीकारिता एवं जोड़ना पढना	24	2 CL		

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Teacher's Name	Class	Class Taken	Course Completed	Remarks
श्री अरुण सिंह	M.A. 2 nd Sem	20	अध्यापक-1-राष्ट्रसिद्धांत	दस्तावेजों को उपलब्ध कराने के अंगु आम करण
	M.A. 1 st Sem	17	उपलब्ध कराने, पुस्तक का परिवर्तन देते हुए उपलब्ध कराने	
	B.A. 1 st Sem	20	किराताकुनीयम् (अध्यापक) का अध्यापन तथा उपलब्ध कराने के अंगु आम करण	दस्तावेजों की उपलब्ध कराने के अंगु आम करण
मिस्त्री	M.A. 2 nd Sem	22	बाधा-परिवर्तन की दिशाएं एवं कारण, बाधा परिवर्तन की दिशाएं एवं कारण, उर्ध्व परिवर्तन की दिशाएं एवं कारण	दस्तावेजों को उपलब्ध कराने के अंगु आम करण
	M.A. 1 st Sem	13	पाठ्यक्रम की जानकारी, शैक्षणिक व शैक्षणिक का परिवर्तन, मेपटून का उचित	
	B.A. 2 nd Sem	24	अध्यापक-1-राष्ट्रसिद्धांत का अध्यापन तथा उपलब्ध कराने के अंगु आम करण	

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College work	Departmental work	Days Taken	Signature
उपलब्ध कराने, दस्तावेजों को उपलब्ध कराने के अंगु आम करण	दस्तावेजों को उपलब्ध कराने के अंगु आम करण	24	
दस्तावेजों को उपलब्ध कराने के अंगु आम करण	दस्तावेजों को उपलब्ध कराने के अंगु आम करण		

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R.O. J.P.C. College
Meerut

Principal
Rajwade Sanshodhan Mandal
Meerut

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Teacher's Name	Class	Class	Course	Completed	Any Other / Remarks
Dr. Anand	M.A II Sem	12	काव्य प्रकाश की संपन्न गद्यका के सभी स्वरूपों हेतु पूर्विकाओं से संबंधित लेखों का अध्ययन एवं प्रस्तुति के माध्यम से व्याख्यान प्रस्तुत किया गया।		
	M.A I Sem	11	संस्कृत भाषा की व्याख्यान प्रस्तुत किया गया।		
Dr. Anand	M.A III Sem	16	राजस्थान का इतिहास विषय पर व्याख्यान प्रस्तुत किया गया।		Assignment मुद्रण के माध्यम से उपलब्ध कराया गया।
	M.A II Sem	14	राजस्थान का इतिहास विषय पर व्याख्यान प्रस्तुत किया गया।		Assignment हेतु छात्रों को निर्देश दिया गया।
	BA III	15	विश्वविद्यालय प्रथम वि. सं. के माध्यम से व्याख्यान प्रस्तुत किया गया।		

classmate

College work	Departmental work	Working Days	Exams Taken	Signature
M.A II Sem के माध्यम से काव्य प्रकाश की संपन्न गद्यका के सभी स्वरूपों हेतु पूर्विकाओं से संबंधित लेखों का अध्ययन एवं प्रस्तुति के माध्यम से व्याख्यान प्रस्तुत किया गया।	संस्कृत भाषा के व्याख्यान प्रस्तुत किया गया।	15	ETC	
M.A III Sem के माध्यम से राजस्थान का इतिहास विषय पर व्याख्यान प्रस्तुत किया गया।	M.A II Sem के माध्यम से काव्य प्रकाश की संपन्न गद्यका के सभी स्वरूपों हेतु पूर्विकाओं से संबंधित लेखों का अध्ययन एवं प्रस्तुति के माध्यम से व्याख्यान प्रस्तुत किया गया।			
BA III के माध्यम से विश्वविद्यालय प्रथम वि. सं. के माध्यम से व्याख्यान प्रस्तुत किया गया।				
				Dr.

Prakash

classmate

Date

Teacher's Name	Class Refer Code	Class Taken	Course Completed	Any other/Remarks
श्री. उपरमा सिंह	B.A. Hons History & Pol.	14	पूर्ववर्ती कक्षा में सत्र समाप्त निराकृत अवकाशग्रहण प्रारम्भ	सम्पूर्ण विधे, द्रष्टव्य प्रकाश की सहायता प्रदीप की सिखावता तथा स-कार्य इत्यादि प्रकाश कराया
श्री. ए. डी. एम.	B.A. Hons History & Pol.	16	विशय प्रारम्भ, जहाँ प्रकाश रखाया, विद्यार्थियों की सहायता के माध्यम से प्रकाश	
श्री. ए. डी. एम.	B.A. Hons History & Pol.	15	लघु शोध कार्य सम्पन्न अपने शोध प्रकाश पर सन्धि प्रकाश	कक्षाकारों में प्रकाश सामग्री प्रकाशों की शिखा

Teacher's Name	Class Refer Code	Class Taken	Course Completed	Any other/Remarks
श्री. ए. डी. एम.	B.A. Hons History & Pol.	14	विशय प्रारम्भ, जहाँ प्रकाश रखाया, विद्यार्थियों की सहायता के माध्यम से प्रकाश	सम्पूर्ण विधे, द्रष्टव्य प्रकाश की सहायता प्रदीप की सिखावता तथा स-कार्य इत्यादि प्रकाश कराया
श्री. ए. डी. एम.	B.A. Hons History & Pol.	14	पूर्ववर्ती कक्षा में सत्र समाप्त निराकृत अवकाशग्रहण प्रारम्भ	
श्री. ए. डी. एम.	B.A. Hons History & Pol.	15	लघु शोध कार्य सम्पन्न अपने शोध प्रकाश पर सन्धि प्रकाश	कक्षाकारों में प्रकाश सामग्री प्रकाशों की शिखा

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College work	Departmental work	Colleging Days	Class Taken	Signature
वी.ए. शिक्षा द्वारा तैयार अनुसन्धीय कार्य का अनुसन्धीय लेखन के प्रारम्भिक अवकाश अपने शोध प्रकाश में की सुरक्षा प्रकाश प्रकाश 15/11/19		19	B.A. Hons History & Pol.	

[Signature]

Teacher's Name	Class Refer Code	Class Taken	Course Completed	Any other/Remarks
श्री. ए. डी. एम.	B.A. Hons History & Pol.	14	विशय प्रारम्भ, जहाँ प्रकाश रखाया, विद्यार्थियों की सहायता के माध्यम से प्रकाश	विद्यार्थियों को प्रकाश सामग्री प्रकाशों की शिखा प्रकाश 15/11/19

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Teacher's Name	Class Subject Code	Class Section	Course Completed	Any other/Remarks
Dr. Jyoti Chavhan	MA II Sem CX-6-2101 सामाजिक विज्ञान	16	संस्कृतिक इतिहास सोर्स का प्रस्तुत	सोर्स को External Exam देना था परीक्षा
	MA II Sem CX-6-1003	11	सामाजिक विज्ञान	
	MA II Sem CX-6-1003	21	संस्कृतिक इतिहास सोर्स का प्रस्तुत	सोर्स को External Exam देना था परीक्षा
Dr. Annu Chavhan	MA III Sem CX-6-1003	16	विश्वविद्यालयी परीक्षा लेखन भाग एवं लिखित-3 पाठ्यक्रम का सामान्य परिचय संबंधित प्रश्न, ही प्रश्नोत्तर आवना	परीक्षा देना दिनांक दिनांक
	MA III Sem CX-6-1003	21	संस्कृतिक इतिहास का सामान्य परिचय संस्कृतिक उपक्रम एवं लघु प्रश्न पूर्ण पाठ्यक्रम का प्रस्तुत	संस्कृतिक परीक्षा देना दिनांक दिनांक संस्कृतिक का सामान्य परिचय
	BA III CX-6-1003	25	संस्कृतिक एवं नीतिशास्त्र का परिचय, नीतिशास्त्र प्रारम्भ मुद्रित प्रश्न एवं प्रश्न समाप्त प्रश्न	परीक्षा देना परीक्षा देना परीक्षा

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College work	Departmental work	Writing Days	Section	Signature
MA II Sem CX-6-2101 सामाजिक विज्ञान	संस्कृतिक इतिहास का सोर्स का प्रस्तुत	25	X	
MA II Sem CX-6-1003	सामाजिक विज्ञान			
MA III Sem CX-6-1003	संस्कृतिक इतिहास का सामान्य परिचय संस्कृतिक उपक्रम एवं लघु प्रश्न पूर्ण पाठ्यक्रम का प्रस्तुत			
BA III CX-6-1003	संस्कृतिक एवं नीतिशास्त्र का परिचय, नीतिशास्त्र प्रारम्भ मुद्रित प्रश्न एवं प्रश्न समाप्त प्रश्न			

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Teacher's Name	Class Taken	Class Taken	Course Completed	Any other/Remarks
डॉ. उपमा सिंह	M.A. III Sem 22-05-2021 संस्कृत शिक्षा	15	विक्रम उग्र अष्टावक्र समाप्त पाकपत्र समाप्त पुस्तकालय कारवाज	विषय सेमेस्टर हेतु को परीक्षा की तैयारी करवाना
	M.A. I Sem 22-05-2021 संस्कृत शिक्षा	15	द्विभाषासोपनिषद् समाप्त तैत्तिरीयोपनिषद् (विश्वकर्मिणी) का अध्यापन	आदर्शकी परीक्षा हेतु द्विभाषा का अध्यापन
	B.A. I Sem 20/05/2021 संस्कृत शिक्षा एवं व्याकरण	15	जगिता उपकल्प समाप्त गीतिकाभाष्य 357 अंशों का आध्यापन, संस्कृतियों के अर्थों का अध्यापन, उक्ति-जन्म विकल्पाना	आदर्शकी परीक्षा हेतु शिक्षा निर्दिष्ट
शेखी	M.A. III Sem 22-05-2021 शाखा शिक्षा	15	अश्वमेधा परिवार की शाखा - केवला उग्र शाखा की, शार्दा ईशानी शाखा, अश्वमेधा शाखा शार्दा शाखा, अश्वमेधा शाखा	हालांकि जो मुक्य परीक्षा के लिए दिया निर्दिष्ट
	M.A. I Sem 22-05-2021 संस्कृत शिक्षा एवं व्याकरण	19	उत्तराखण्ड समाप्त, आदर्शकी अध्यापन का प्रारंभ, महाकवि ब्रह्म- भट्ट का परिवार का अध्यापन	
	B.A. III Sem 22-05-2021 संस्कृत शिक्षा व्य व्याकरण	16	संस्कृतशास्त्र का अध्यापन शत्रु समाप्त, इन्द्रप्रबल का अध्यापन समाप्त	

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College work	Departmental work	Working Days	Leave taken	Signature
कॉलेज परीक्षाएं एवं कार्य सुदृढा मासिकी द्वारा उपरोक्त कार्य सुदृढा शिक्षण कार्य का अध्यापन करवाना, परीक्षा सुदृढा के अध्यापन एवं तैयारी सुदृढा एवं गीतिकाभाष्य सुदृढा (विश्वकर्मिणी) का अध्यापन का अध्यापन कार्य, सुदृढा सुदृढा अध्यापन कार्य व्यापन, प्रेम्बर तैत्तिरीय उक्ति तथा शैली के अध्यापन परीक्षा हेतु	उपमा एवं शिरीष उपरोक्त परीक्षा हेतु उपमा का मासिकी संस्कृत शिक्षण कार्य ता. उ. का को परीक्षा के लिए कार्य एवं अध्यापन सुदृढा कार्य में उपरोक्त समाप्त करवाना हालांकि आदर्शकी परीक्षा हेतु अध्यापन करवाना तथा अन्य अध्यापन कार्य में सहभागिता, हा. उ. का की आदर्शकी परीक्षा की कार्यवाही में सहयोग	22	05-10-2021	
	विभागीय कार्य में सहभागिता, M.A. III Sem के आदर्शकी परीक्षा हेतु उपमा एवं शिरीष एवं सुदृढा का कार्य	22		

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Teacher's Name	Class Bajaz/Code	Classes Taken	Course Completed	Any other/Remarks
डॉ. प्रमोद कुमार	M.A. II Sem C-32 4-1083	17	यशस्वली गति मृत्ति एवं उसके अतिरिक्त का परिचय	कारणों की उपस्थिति एवं अन्य सम्बन्धों पर
प्रमोद, I Sem	C-2 6-1083	10	अन्यथा बाह्य परीक्षा	"
डॉ. अमर कुमार	M.A. II Sem C-32 4-1084	16	इतिहासोपनिषद् पूर्ण निकलना एवं उसके का सावधान परिचय, द्वितीय अध्याय के प्रथम पाठ पूर्ण द्वितीय पाठ उपरान्त	कारणों की उपस्थिति एवं प्रामाणिक सम्बन्धों पर
M.A. I Sem G-1084			पुनरावलोकन	Sem Exam हेतु निर्धारित
M.A. II Sem G-2084 संशोधन		9	एवं विद्वान् मोंगुटी से निरूपित प्रत्यय	
B.A. III A-330, 371		14	मौलि कालक पूर्ण अन्ततः प्रथम-अध्याय उद्भव, एवं पुनरावलोकन	विश्लेषणात्मक परीक्षा हेतु दिशा निर्देश

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College work	Departmental work	Working Days	Lessons taken	Signature
M.A. I Sem. Urdu (Kashmiri) Exam	मैसूरिंग कैंस में बी.ए. (कॉपी) के कैंस की उपस्थिति आदि पर कार्य	23	C-1	
M.A. III Sem. Urdu Urdu Exam	बी.ए. (M.F.P.E.H. Sem) की कैंस की उपस्थिति M.A. III Sem के Exam पर उत्पत्ति			
अध्यापकता में प्रमोद मोंगुटी एवं मोंगुटी की उपस्थिति पर विश्लेषणात्मक	अन्ततः प्रथम कैंस के प्रकार की उपस्थिति बी.ए. (M.F.P.E.H. Sem) के संबन्धों पर कार्य			
M.A. I Sem. विश्लेषणात्मक परीक्षा में कार्य, B.A. III Sem. संशोधन उत्पत्ति में उपस्थिति	विश्लेषणात्मक M.A. III Sem की उपस्थिति परीक्षा उपरान्त में उत्पत्ति संबन्धों एवं उत्पत्ति पर अभ्युक्ति उपरान्त उत्पत्ति में उत्पत्ति	23	21, 22, 23	

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Teacher's name	Exam Referral code	Classes Taken	Course Completed	Angolan / Remarks
Dr. Anand Singh	18017 IX C-10085 Kashmiri (H)	16	नदीय सत्र के अवशेषों परामर्श से बारम्बारित आयुर्वेद सत्र में लक्षित वर्षावर्ष परामर्शित उद्योग के निष्पन्न के अनुसार परामर्श	
M. S. D. Sin I.C. 1021 वेद, अभिषेक		9	शैवीयों के विषय में शास्त्रों में विवेक-प्रण स्मृति-संकेत के माध्यम परामर्श दिखाना	
H. J. Sin 8020527 अभिषेक संकेत स्वच्छता		8	परामर्श परामर्श, कुशल कार्य में निरंतरता	डाक्टरों को विषय उपस्थित मांस परामर्श
मिथी	M. S. D. Sin IX C-10085 दार्शनिक एवं अभिषेक	16	दार्शनिक का परिचय न कीजिए एवं अभिषेक का नामान्वय परिचय	डाक्टरों को परामर्श के माध्यम से उनमें उत्कृष्टता
M. S. D. Sin IX C-10085 शिक्षक एवं अभिषेक		09	राष्ट्रीय दार्शनिक संकेत संकेत कार्य	
H. S. Sin Relational I संकेत-परामर्श का परामर्श		16	विद्यार्थी उत्कृष्ट तथा समाजिक सेवा समाज	

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College work	Departmental work	Working hours Days	Index	Signature
M. S. D. Sin की निम्नलिखित विषयों में मैथिली, संकेत-प्रणाली संकेत-प्रणाली में अभिषेक संकेत-प्रणाली	विषयों में विषयों में, सत्र-प्रण शैवीयों के विषय में विषयों में, सत्र-प्रण विषयों में, सत्र-प्रण के उपरोक्त विषयों में	25	निका- एकेके	

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Teacher's Name	Class Open & Code	Class Taken	Course completed	Any other / Remarks
डॉ. अमरजीत कौर	एच. ए. 256 CBE-402	18	संस्कृत ऐतिहासिक लेख प्रस्तुति कार्य	राज्यों की उपस्थिति एवं उनकी विशेषताएं
	एच. ए. 256 CBE-402 संस्कृत भाषाशास्त्र	19	संस्कृत भाषा की परिचय विशेषीय व्याकरण का परिचय उत्पत्ति तथा विकास, तुलना की जायगी कालखण्ड, जन्म, पक्ष एवं ऐतिहासिक शक्ति	
डॉ. अमरजीत कौर	एच. ए. 256 CBE-402	16	विद्युत विद्युत आकार में विशेषीय व्याकरण का परिचय आकार में पूर्ण	Assignment हेतु जाताओं को तैयार देना
	एच. ए. 256 CBE-402	16	तंत्रिका शास्त्र में पूर्ण एवं विशेष प्रारंभ उत्पत्ति का विकास विशेषीय	
	डॉ. अ. अ. A-236/331	2	पुनरावृत्ति	विद्युत विद्युत परियोजना दिनांकित

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College work	Departmental work	Working days	Lesson taken	Signature
संस्कृत भाषाशास्त्र की एवं ऐतिहासिक का कार्य	विद्युत विद्युत का परिचय आकार में व्याकरण का विकास, विशेषीय का विकास	20	EL-1	
				Dr.
विद्युत विद्युत की मुख्य परिचय में ए. ए. का कार्य	विशेषीय कार्य के माध्यम से	20	01 EL 02 CCL	
				Dr.

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Teacher's name	Class	Days	Course Completed	Any other / Remarks
Dr. Anamika Mishra	B.A. II Sem	18	केदारपुर, जयपुर, कौमुदी (समाधिपाठ्य) उपक्रम	
	B.A. II Sem	18	संस्कृत भाषाशास्त्र परामर्श, इतिहासों को आधारित, की परिचयभाषा, कथाओं के अर्थ, विवरण, कथा, एवं विचारधारा (पाठ्य) तथा अनुसंधान विषय, अर्थों के अर्थों को समझने का निराकरण	
	B.A. II Sem	5	अ. 2024 स्वीकृत के अंतर्गत टिप्पण का परिचय दिया किपुस्तक विषय उपक्रम	
विश्वी	B.A. II Sem	12	उत्पत्ति, अर्थ, अ. 2024 का परिचय उपक्रम	इतिहासों की उत्पत्ति का परिचय
	B.A. II Sem	12	उत्पत्ति का परिचय, अ. 2024 का परिचय उपक्रम	
	B.A. II Sem	11	उत्पत्ति का परिचय, अ. 2024 का परिचय उपक्रम	

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College Work	Distribution of work	Remarks
विषय विभाग की मुख्य परीक्षाओं में इच्छी	विश्वीय कार्य में भागीदारी	20/2024
इसके अतिरिक्त कौरी की ओर से आयोजित इतिहास विभाग कार्यक्रम में भागीदारी, अंतर इच्छी		
	विश्वीय कार्य में भागीदारी	20

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Teacher's Name	Class	Classroom	Course Completed	Assignment/Remarks
डॉ. इन्द्रावती	एच.ए. 201	16	भूगोल	उपरोक्त की परीक्षा एवं प्रश्न उत्तर
	एच.ए. 202	17	संसाधनों का भूगोल एवं परिवर्तन	संदर्भ सामग्री, सादर (समय अनुसार) प्रस्तुत करें
डॉ. अनाम सुमरी	एच.ए. 201	16	प्रक्रियात्मक का सामाजिक परिवर्तन, राज्य शासन से 1. 25 तक पूर्ण	कार्य की उपरोक्त एवं प्रश्न उत्तर
	एच.ए. 202	17	एकीकरण पूर्ण, राज्य शासन प्राद्वत, अनुभव प्रमाण, विवरण	

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College Work	Departmental work	Working hours	Days	Notes	Signature
प्रश्नोत्तरी का संपूर्ण करवाया की तैयारी में परिश्रम	एच.ए. 201 एवं एच.ए. 202 की की तैयारी में साक्षात्कार का प्रश्न उत्तर, प्रश्न एवं उत्तर	21	25-4		
सांख्यिकीय कार्य में एवं उत्तरों का सदन	Management एवं एवं उत्तर				
अनुसंधान प्रतिवेदन की तैयारी में अनुसंधान					
विद्यार्थियों की परीक्षा में एच.ए. का कार्य	एच.ए. 201 एवं एच.ए. 202 की प्रश्नोत्तरी परीक्षा एवं संशोधन Management सुधार	21	22		

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Teacher's Name	Class Syllabus Code	Class Taken	Course Completed	Assignment / Remarks
डॉ. जयश्री मिश्र	M.A. II Sem CA-1208-5 आधुनिक दर्शन	16	समाधिवाद, स्वतंत्र, अविच्छिन्न संसार का परिचाय देते हुए, पाश्चात्य में निरपेक्ष मानना, धर्म, व्याकरण	
	M.A. II Sem CA-1208-5 संस्कृत महाकाव्य	19	समाहृत	शिशुपाल वध, कुवरा, प्रायश्च, नैषधीय परिचय, पञ्चम प्रायश्च
	B.A. II Sem M000202A-1	6	गद्य साहित्य का बौद्धिक विकास, विश्वजलविद्युत्संधि, अंधकार, अंध विचारों का उन्मूलन	I Sem की आधुनिक गद्य, विश्वजलविद्युत्संधि, अंधकार, अंध विचारों का उन्मूलन
मिसेी	M.A. II Sem M000202A-3 धर्मशास्त्र एवं अध्यात्म	16	आश्विन, सात दो सौंठ उठला मक रमाए	इतिहास की उपरिचय सन्तोषपूर्वक
	M.A. II Sem M000202A-3 संस्कृत एवं अध्यात्म	19	उत्तररामचरितम् का द्वितीय, तृतीय अङ्क समाप्त	सुदुर्लभ, सुदुर्लभ
	B.A. II Sem M000202A-3 संस्कृत विद्या की शिक्षा	23	अष्टम, अष्टम अध्याय समाप्त	अष्टम अध्याय समाप्त

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College Work	Departmental work	Writing Days	Class Taken	Signature
विद्यार्थियों का मूल्यांकन परीक्षा में, कॉलेज के छात्रों को प्रोत्साहित करने के लिए, अखिल भारतीय छात्र संघ के कार्यक्रमों में भाग लेने के लिए, अखिल भारतीय छात्र संघ के कार्यक्रमों में भाग लेने के लिए	M.A. II Sem, CA-1208-5 की आधुनिक दर्शन के अन्तर्गत लेख लेना, अखिल भारतीय छात्र संघ का कार्यक्रमों में भाग लेना	21	21	[Signature]
	M.A. II Sem की आधुनिक दर्शन के अन्तर्गत लेख लेना, अखिल भारतीय छात्र संघ का कार्यक्रमों में भाग लेना			[Signature]

HEAD
Department of Sanskrit
R.G. (P.G.) College
Meerut

Principal
Rajawade Gurukul Post Graduate College
Meerut

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May 2023

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Teacher's Name	Class / Class Register No.	Course Completed	Any other Remark
डॉ. अनामिका	M.A. II Sem C-222 G-4002	8 युवाशास्त्र एवं युवाशास्त्र का उपयोग महानुभव	अवकाश कार्य अवकाश लेखन
	M.A. II Sem C-222 G-2002	11 अवकाशशास्त्र एवं अवकाशशास्त्र का उपयोग अवकाशशास्त्र एवं युवा शास्त्र	अवकाश कार्य अवकाश लेखन
डॉ. अनामिका	M.A. II Sem C-222 G-4002	9 युवाशास्त्र	मुद्रण परीक्षा हेतु विभागीय कार्यो पर समाप्त
	M.A. II Sem C-222 G-2002	12 काव्य प्रकरण पूर्ण संस्कृत से हिन्दी अनुवाद हिन्दी से संस्कृत अनुवाद युवाशास्त्र	"

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College work	Departmental work	Working days	Index taken	Signature
सभी विभागों से खबर हेतु Research Development Cell के कार्यालय सूचनाएं सकलित, मध्य अक्षा- complete	Attendance Register, Diary A.S.N., Research - information Performance Complete कीर्ति की रिपोर्ट की समीक्षा विभागीय कार्य कार्यो की समीक्षा बी.ए. डी.एस. एवं अ. मस्टर रिपोर्ट पर चर्चा का कार्यो पर मेल संयोजन का अनुभव विचार एवं आवृत्ति की समीक्षा	15	CL-2	
विश्वविद्यालय की परीक्षा में भाग लेना कार्य	विभागीय कार्यो में सहभागिता M.A. II Sem - 2002 की अन्तर्द्वितीय परीक्षा, सुपरीक्षा परीक्षा तैयार	5	CL-1	

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Teacher Name	Class	Class	Course Completed	Project / Assign
डॉ. आशा मिश्र	एम. ए. एम. 5	एम. ए. एम. 5	पाठ्यक्रम समाप्त, पुनरावकाश	वर्षा में जो नोट्स बनाने के लिए जेडिए बनाया तथा पाठ्यक्रममापरी उपलब्ध कराया
	एम. ए. एम. 12	एम. ए. एम. 12	विद्युत्तरवपत्र (कक्षा)	समाप्त, नौपचारिक उपलब्ध कराया
	एम. ए. एम. 10+	एम. ए. एम. 10+	विद्युत्तरवपत्र (कक्षा)	12 गी. नौ. आनंदपुरी के अंतर्गत उपलब्ध कराया
मिथी	एम. ए. एम. 03	एम. ए. एम. 03	उपनिषद्, एकरट से उपलब्ध कराया	मई से आनंदपुरी के अंतर्गत उपलब्ध कराया
	एम. ए. एम. 14.2	एम. ए. एम. 14.2	सु-इकारिकमा समाप्त	पुनरावकाश
	एम. ए. एम. 13.4	एम. ए. एम. 13.4	हृन्ड का समाप्ति परिवार	ब. ह. न. निष्पत्ति, उपलब्ध कराया

College work	Department work	Work done	Seminars
विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया, डिजिटल बनाने का कार्य भी किया गया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया
एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	एम. ए. एम. 12, एम. ए. एम. 10+ की उपलब्ध कराया	विद्युत्तरवपत्र की प्रतिलिपि में उपलब्ध कराया

HEAD
Department of Sanskrit
R.G. (D.O.) College
Meerut

Principal
Rajwade Sanskrit College
Meerut

22nd May 2023 से ग्रीष्मवकाश घोषित ।

B.A. II & IV Sem. तथा M.A. II Sem. की कक्षाएं ग्रीष्मवकाश में
Online चलाई गईं।

संस्कृत विषय के अङ्क University Portal पर चढ़वाए गए।

विभागीय शिक्षिकाओं द्वारा University Exams में निरीक्षण कार्यसम्पादित

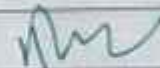
विराटविद्यालयीय परीक्षा हेतु प्रश्नपत्र निर्माण एवं विश्वविद्यालय में प्रेषित।

शोधचक्रांतियों के शोधकार्य का निरीक्षण।

प्रमुख

Pravara

HEAD
Department of Sanskrit
R.G. (PG.) College
Meerut



Principal
Raghunath Girls' Post Graduate College
Meerut

//_

COMMERCE
DEPTT.

Departmental
Diary
(2022-23)

RAGHUNATH GIRLS' POST GRADUATE COLLEGE, MEERUT

ACADEMIC COLLEGE CALENDAR 2022-23

The schedule will be followed as per University, Government and UGC guidelines.

June 2022

- Prospectus to be reformulated as per NEP 2020.
- Formation of IQAC & college committees.
- Processing and submission of AQAR 2020-21.
- Annual Exams of University.

July 2022

- College reopens on 16th July 2022. Meeting of Principal with the staff.
- University exams of UG and PG to be conducted as per University directions.
- University exams of B.Ed. to be continued.
- Formation of IQAC for the session 2022-23.
- IQAC meeting with the Principal and staff for the forth coming NAAC visit.
- Convenors of different committees to be reappointed.
- College calendar to be prepared.

August 2022

- Departmental time table & calendars to be made and submitted to IQAC.
- University exams to be conducted as per University schedule.
- Independence Day and Azadi ka Amrit Mahotsav week celebration as per Government directions.
- National sports day, Small Industry day to be celebrated.
- IQAC members meeting.
- Website updation.
- Publication of college Magazine 'Saurabh'.
- Preparation for the forth coming NAAC visit.
- U.G. & P.G. final classes to begin.
- Stock checking of the departments.
- Departments to send their Annual Report.

September 2022

- Meeting of Principal with Incharges of the departments and different committees.
- Admission and renewal of U.G. & P.G.
- U.G. admissions to be done as per university directions.
- Website updating.
- College-O-Scope to be prepared.
- Library upgradation and departmental maintenance.
- Classes of U.G. & P.G. to be started.
- Stock Registers of the departments to be signed by Principal.
- Diaries to be prepared by the faculty members of the departments.
- Mentor-Mentee groups to be formed and displayed on notice board after the admissions are complete.
- Expected date of NAAC visit.
- National Nutrition week, World Ozone Day, International Day of Peace, Teacher's Day, World Tourism Day, Hindi Day to be celebrated.
- Programmes related to Gender sensitization to be organised.

October 2022

- Celebration of Gandhi Jayanti & International Day of Non-Violence, World Wild Life Week, International Girl Child Day, World Food Day, Rashtriya Ekta Divas, National Integration Day, National Unity Day.
- Admissions and renewals of U.G. & P.G. to be completed.
- Online scholarship forms to be filled.
- New vocational and skilled courses to be introduced.
- Mentor-Mentee groups to be formed of P.G students and reported to IQAC.
- Classes to continue.
- Diaries to be prepared by the departments.
- Departmental Associations to be formed.
- IQAC team to monitor the application of CAS promotions.
- Meritorious students to be felicitated at departmental & college level

November 2022

- Talks, Competitions, Workshops and training programs to be conducted on contemporary issues.
- Website updation.
- First Internal exam of P.G. I & III semester to be conducted.
- AQAR 2021-22 to be prepared by IQAC members.
- World Cancer Awareness Day, Children's day, World Citizen Day, Constitution Day etc to be celebrated.
- Workshop on IPR/Start-up policy under RGPG innovation cell & IQAC.

December 2022

- IQAC meeting with the governing body and AQAR submission of 2021-22.
- IQAC team to monitor the applications of CAS promotions.(if any)
- Quotations to be called for purchases by practical departments.
- Internal exams of the U.G. as per NEP 2020.
- Remedial classes & NET classes to be taken. ✓
- World AIDS Day, Human Right Day and National Consumer Day to be celebrated.
- Seminar/Conference on Framework for Outcome Based Education (OBE) sponsored by NAAC under IQAC.

January 2023

- Second internal exams and evaluation of P.G. Sem. I & III to be conducted.
- Departments to place orders for books and other departmental requirement.
- University Exams of U.G. I & III semester and PG semester I & III to be conducted.
- Celebration of Republic Day, World Hindi Day, Youth Day, National Road Safety Week etc.

February 2023

- Students' database of 2022-23 to be prepared.
- AISHE to be uploaded.
- Remedial classes to be taken for UG final year students. ✓
- Departmental Diaries & registers to be completed and signed by the Principal.
- Stock checking to be initiated.
- Assignments/Seminars of P.G. Sem. II & IV to be allotted.
- Internal marks of P.G. Sem. I & III to be uploaded.
- 75th Founders Day celebration on 27th of February.
- National Science Day to be observed.
- Annual Sports Meet for faculty & students.

March 2023

- Stock checking to be completed and departmental accounts closing to be done.
- International Women's Day, Water Day, etc to be celebrated.
- Remedial Classes to be taken. ✓
- Courses to be completed of U.G. Final year.
- Seminars/Symposium/Conferences to be organised by the departments on subject relevant topics.

April 2023

- IQAC members meeting.
- Maintenance of departments, library, laboratories and office.
- University Annual exams 2022-23.
- First Internals to be conducted and evaluated for P.G. Sem. II & IV.
- Annual Report of Department/Association highlighting Departmental, Teachers and students achievements to be submitted.
- World Earth Day & World Intellectual Property Day to be celebrated.
- Internal Assessment exams of U.G. semester II & IV

May 2023

- University Annual Exams of U.G. final 2022-23.
- Second Internals to be conducted & evaluated for P.G. Sem. II & IV.
- Assignments/Seminars of P.G. students to be taken.
- Online submission of Internal marks of P.G. Sem. II & IV and U.G. semester II & IV.
- World Biodiversity Day to be celebrated.

June 2023

- University Exams of U G. and P.G. semester II & IV.
- University exams of B.Ed.
- Followed by summer vacation.
- World Environment Day & International Yoga day to be celebrated.


10.8.22

Dr. Seema Jain
IQAC Coordinator
Raghunath Girls' Post Graduate College
Meerut



(Prof. Nivedita Kumari)
Principal
Raghunath Girls' Post Graduate College
Meerut

Other National/International Days relevant to the Departments or instructed by the Government to be celebrated accordingly.

RAGHUNATH GIRLS' PG COLLEGE, MEERUT
COMMERCE DEPTT ACADEMIC COLLEGE CALENDER 2022-23

The schedule will be followed as per University, Government and UGC Guidelines.

July 2022

- Preparation of departmental Calendar.
- Formation of departmental diaries.
- Formation of mentor-mentee records.
- Preparation of attendance registers for new session.
- Invigilation duties in university exams.
- Updation of departmental PPT for NAAC visit.

August 2022

- Invigilation duties in University Exams.
- Preparation of departmental time-table.
- To reorganise departmental library.
- To start classes of P.G 3rd Semester & U.G 3rd year.
- To celebrate Independence Day (Azadi ka Amrit Mahotsav) as per Government directions.
- Last year's activity records to be given for Publication of college Magazine & college-o-scope.
- Preparation for the forth coming NAAC visit.

September 2022

- To attend meetings of different committees.
- Admission and renewal of U.G & P.G classes.
- To make Library order of books for new session.
- Classes of U.G & P.G to be started.
- Mentor-Mentee groups of U.G to be formed and displayed on notice- board after completion of admission.
- Teacher's Day to be celebrated followed by e-elocution competition.
- Updating departmental records for forth coming NAAC visit.

October 2022

- Admissions and renewals to be completed.
- Mentor-Mentee groups to be formed of P.G students and reported to IQAC.
- To organise inaugural function of departmental association.
- To facilitate meritorious students of department by giving them cash prize.
- To organise Thali & Diya decoration Competition for Diwali Celebration.
- To issue books to students from departmental library.
- To issue books to students from book-bank.

November 2022

- One Guest Lecture is to be organised.
- To conduct first internal exam of P.G 1st & 3rd semester.
- To Prepare Question Papers for P.G 1st & 3rd sem.
- Checking of attendance registers & departmental diary.

December 2022

- To conduct internal exams of U.G. as per NEP 2020.
- To set question Papers for U.G.(NEP) internal exam.
- Remedial classes to be taken.
- Seminar/Conference on framework for outcome Based Education (OBE) to be attended.
- To upload marks of internal exams of U.G on University Portal.

January 2023.

- Second internal exams and evaluation of P.G 1st & 3rd semester to be conducted.
- To place order for books in library.
- To prepare New time table for U.G & P.G for their new semester.

February 2023

- Students' database of 2022-23 to be prepared.
- Remedial classes to be taken for U.G final year students.
- Departmental Diaries & registers to be completed and to be signed by the Principal.
- To upload marks of internal exams of P.G on University Portal.

March 2023

- International Women's Day to be celebrated.
- Remedial classes to be taken.
- Courses to be completed of U.G Final year.
- Guest Lecture/ Seminar to be organised by the department on relevant topics.
- To take update for courses.

April 2023

- To attend IQAC meeting
- To conduct first internals of P.G 2nd & 4th sem.
- Annual Report of department to be submitted.
- To Organise closing function of association.
- To conduct internal assessment exams of U.G semester 2nd & 4th.

May 2023

- Assignments/ Seminars of P.G students to be taken.
- To Upload marks of P.G students.
- Annual exams of U.G 2nd & 4th Sem.

June 2023

- University Exams of U.G & P.G Semester 2nd & 4th Sem.
- Summer Vacation Started.

Ramp
24/Aug/22

Head of the Commerce Dept^t
R. G. (PC) College
M...

2022-231/1

COURSES ALLOTTED

S.N	Name of Teacher	U.G		P.G	
		Name of Paper	Code No.	Name of Paper	Code No.
1.	Dr. Parul Rastogi	Cost Accounting	CO10302T	Statistical Anal.	I-1003
		Principles of Mktg	C-303	Marketing Mgt	I-4004
		Tourism & Travel Mgt	CO10405T		
2.	Ms. Vatsalobera	Buss. Statistics	CO10102T	Research Meth	I-3002
		E-commerce	CO10204T	Human Res. Mgt	I-4006
3.	Dr. Rima Mittal	Buss Statistics	CO10102T	Financial Mgt	I-1004
		Buss Reg. Framework	CO10303T		
4.	Dr. Anjali Goel	Company Law	CO10301T	Strategic Mgt	I-3003
		Inventory Control	CO10304T		
		E-commerce	C-305		
		Auditing	C-302		

COURSES ALLOTTED

S.N	Name of Teacher	U.G		P.G	
		Name of Paper	Code No	Name of Paper	Code No
5.	Mrs. Neha Tandon	Corporate Acc: Income Tax	C-301 C010401T	Direct Tax operations, Res Indirect Tax	I-1002 I-3001 I-2001
6.	Ms. Riya Garg	Buss. Communic Buss. Organisation Eco. Laws Mgt Accounting	C010103T C010101T C-304 C-306	— x — — x —	— —
7.	Mrs. Binny Kantwal	Buss. Organisation Buss. Communicatn Buss. Economics	C010101T C010103T C010205T	Mgt concepts Org. Behaviour International Mktg.	I-1001 I-4005

TIME TABLE OF B.COM (COMMERCE DEPARTMENT) (SESSION 2022-23)

Periods	1	2	3	4	5
Timings	(9:00 – 10:00)	(10:00 – 11:00)	(11:00 – 12:00)	(12:00 – 1:00)	(1:00 – 2:00)
B.COM 1st Sem (Section-A)	Buss. Comm (Minor Subject) (B.A & B.SC) (R.N-30) (Fri-Sat) (Paper Code-C010103T)	Buss. Org (R.N-32) (Mon-Sat) (Paper Code -C010101T)	Buss. Statistics (R.N-32) (Mon-Sat) (Paper Code-C010102T)	Buss. Comm (Major for both sections) (R.N-32) (Mon-Sat) (paper code-C010103T)	
B.COM 1st Sem (Section-B)	Buss. Comm (Minor Subject) (B.A & B.SC) (R.N-30) (Fri-Sat) (Paper Code-C010103T)	Buss. Statistics (R.N-31) (Mon-Sat) (Code- C010102T)	Buss. Organisation (R.N-31) (Mon-Sat) (Code- C010101T)	Comp Applications (Major for both sections) (Comp Deptt) (Mon-Sat) (Paper code-C010104T)	
B.COM 3 rd Sem (Section A & B)		Cost Accounting (R.N-30) (Mon-Sat) (Code- C010302T)	BRF (Major) (R.N-30) (Mon-Sat) For Minor students (R.N-30) (Fri-sat) (Code-C010303T)	Company Law (R.N-30) (Mon-wed) (C010301T) Inventory Mgt. (R.N-30) (Tue-Sat) (C010304T)	
B.com 3 rd Year			Economic Laws (R.N-29) (Mon- Wed) Paper Code-(C-304) Corporate A/c (R.N-29) (Thur-Sat) Paper Code-(C-301)	Prin. of Mktg (R.N-29) (Mon- Wed) Paper Code-(C-303) Management A/c (R.N-29)(Thur- Sat) Paper Code-(C-306)	Auditing (R.N-29) (Mon-Wed) Paper Code-(C-302) E-Commerce (R.N-29) (Thur-Sat) Paper Code-(C-305)

Note-1) B.com 1st & 2nd Semester both are following as NEP Credit Criteria as per norms.

2) Tutorials and remedial classes are regularly taken by the department.

3) B.com 3rd is being taught on Annual Basis in Current Year.



Principal


9/12/2022

R.G.(P.G.) COLLEGE, MEERUT
TIME TABLE OF M.COM (COMMERCE DEPARTMENT) (SESSION 2022-23)

Periods	1	2	3	4	5	6
Timings	9:00 – 10:00	10:00 – 11:00	11:00 - 12:00	12:00 - 1:00	1:00 – 2:00	2:00 – 3:00
M.com 1 st Sem			Stats Analysis (R.N-28) (Mon-Sat) (Paper Code-I-1003)	Direct Taxes (R.N-28) (Mon-Sat) (Paper Code-I-1002)	Financial mgt. (R.N-28) (Mon-Sat) (Paper Code-I-1004)	Mgt Concepts Org Behaviour (R.N-28) (Mon-Sat) (Paper Code-I-1001)
Mcom 3 rd Sem		Operation Research (Deptt Varandah) (Mon- Sat)/(Paper Code- I-3001)	Str. Mgt (Deptt Varandah) (Mon-Sat) (Paper Code- I-3003)	Research Method. (Deptt Varandah) (Mon-Sat) (Paper Code-I-3002)		

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 21/11/2022

R.G.(P.G.) COLLEGE, MEERUT
TIME TABLE OF COMMERCE DEPARTMENT
B.COM & M.COM 2ND SESSION (2022-23)

Periods	1	2	3	4	5
Timings	(9:00 – 10:00)	(10:00 – 11:00)	(11:00 – 12:00)	(12:00 – 1:00)	(1:00 – 2:00)
B.COM 2 ND Sem	Computerised Accounting (Sachin Sir) (Aptech Computer Center) (Paper Code-C010203P)	Financial Accounting (Dr. Anjali Goel) (R.N-30) (Paper Code-C010202T)	Buss. Management (Ms. Riya) (R.N-30) (Paper Code-C010201T)	Essential of E-commerce (Dr. Vatsala Oberai) (R.N-30) (Paper Code-C010204T)	Buss. Economics (Mrs. Binny) (R.N-30) (Paper Code-C010205T)
B.COM 4 th sem	Tourism & Travel Mgt. (Dr. Parul Rastogi) (R.N-29) (Paper Code-C010405T)	Income Tax (Mrs. Neha Tandon) (R.N-29) (Paper Code-C010401T)	Fundamental of Mktg. (Dr. Anjali Goel) (R.N-29) (Paper Code-C010402T)	Fundamental of Entrepreneurship (Ms. Riya) (R.N-29) (Paper Code-C010404T)	Digital Mktg. (Dr. Vatsala Oberai) (R.N-29) (Paper Code-C010403P)
M.COM 2nd Sem	-----	Corp Financial Accounting (Dr. Rima Mittal) (R.N-31) (Paper Code (I-2002))	Indirect Tax (Mrs. Neha Tandon) (R.N-31) (Paper Code (I-2001))	Corp Law & Governance (Dr. Anjali Goel) (R.N-31) (Paper Code (I-2003))	-----
M.com 4 th Sem	-----	Mktg. Management (Dr. Parul Rastogi) (R.N-32) (Paper Code (I-4004))	Managerial Economics (Dr. Rima mittal) (R.N-32) (Paper Code (I-4001))	International Mktg. (Mrs. Binny) (R.N-32) (Paper Code (I-4005))	-----

Note-1) B.com 2nd & 4th Semester both are following as NEP Credit Criteria as per norms.
 2) Tutorials and remedial classes are regularly taken by the department.

10/ Feb / 2023
 [Signature]


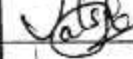
TIME TABLE OF COMMERCE DEPARTMENT FACULTY WISE (2022-2023)

Periods	1	2	3	4	5	6
Timings	(9:00 – 10:00)	(10:00 – 11:00)	(11:00 – 12:00)	(12:00 – 1:00)	(1:00 – 2:00)	(2:00 – 3:00)
Dr. Parul		Cost Accounting B.com 3 rd Sem (R.N-30) (Mon-Sat)	Statistical Anal. M.com 1 st Sem (R.N. – 28) (Mon-Sat)	Prin of Mktg B.com 3 rd Year (R.N-29) (Mon-Wed)		
Mrs. Vatsala			Business Stats B.Com 1 st sem A (R.N-32) (Mon-Sat)	Research Meth M.com 3 rd Sem (Dept Varandah) (Mon-Sat)		
Dr. Rima		Business Stats B.Com 1 st sem B (R.N-31) (Mon-Sat)	B.R.F. (B.com 3 rd sem) (Mon-Sat) For Minor Students (Friday & Saturday) (R.N-30)		Financial Mgt. M.com 1 st Sem (R.N-28) (Mon-Sat)	
Dr. Anjalli			Str. Mgt M.com 3 rd Sem (Dept Varandah) (Mon-Sat)	Company Law(Mon- Wed)/Inv. Control B.com 3 rd Sem (R.N-30)(Thu-Sat)	E-Commerce (Thu- Sat)/Auditing B.com 3 rd Year (R.N-29)(Mon-Wed)	
Mrs. Neha		Operation Res M.com 3 rd sem (Dept Varandah (Mon-Sat)	Corporate Acc. B.com 3 rd Year (R.N-29) (Thu-Sat)	Direct Tax M.com 1 st Sem (R.N-28) (Mon-Sat)		
Mis Riya Garb	Buss. Comm. Minor Subj for B.A &B.sc 1 st sem (R.N.30) (Friday & Saturday)	Buss. Org B.com 1 st Sem A (R.N-32) (Mon-Sat)	Eco Laws B.com 3 rd Year (R.N-29)(Mon-Wed)	Mgt. Accounting B.com 3 rd Year (R.N-29)(Thu-Sat)		
Mrs. Binny			Buss. Org B.com 1 st Sem B (R.N-31) (Mon-Sat)	Buss. Comm. B.com 1 st sem (A & B) (R.N-31) (Mon-Sat)		Mgt. Con & O. Behaviour M.com 1 st sem (R.N-28) (Mon-Sat)

July 2022

Session started from 16 July

S. No.	Name of Teachers	Paper Code	Classes Taken	Course Completed
1.	Dr. Parul Rastogi	—	—	—
2.	Mrs. Vatsala Oberoi	—	—	—

College Work	Departmental Work	Any Other Work	No. of Working Days	No. of Leaves Taken	Sign
Attended staff meeting on 16 July addressed by the principal	conducted dept-mental meeting on 18 July		05	Nil	
Attended staff meeting on 16 th July (new starting session - 2022-23) addressed by the Principal.	Attended dept-mental meeting on 18 th July	—	05	Medical Leave from 28 th July	

S. NO	Name of Teachers	Paper Code	Class Taken	Course Completed
3.	Dr. Rima Mittal	—	—	—
4.	Dr. Anjali Loyal	—	—	—

College Work	Departmental Work	Any other Work	No. of Working Days	No. of Leaves Taken	Sign.
Attended staff meeting on 16 th July addressed by Principal	Attended department meeting on 18 th July	—	05	Nil	<u>ds</u>
Attended staff meeting on 16 th July by Principal	Attended department meeting on 18 th July.	Attended an online FDP on 29 th July by ICFAI	05	Nil	Ajish

S. No.	Name of Teachers	Paper Code	Class Taken	Course Completed
5.	Mrs Neha Tanden	-	-	-
6.	Ms Riya Larg (...)	-	-	-

August 2022

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S.No	Name of Teachers	Paper Code	class Taken	Course Completed
1.	Dr. Parul Rastogi	—	—	—
2.	Mrs. Vatsala Oberoi	—	—	—

College Work	Department Work	Any other	No. of working Days	No. of Leaves Taken	Sign
<p>Attended meetings</p> <p>03 Aug - With Principal</p> <p>05 Aug - with Principal</p> <p>18 Aug - with Principal</p> <p>(Staff meeting)</p> <p>20 Aug - cleanliness committee</p> <p>29 Aug - Admission committee</p> <p>Start of admission</p>	<p>• Allocation of subjects for the session</p> <p>• making of new time-table.</p> <p>• planning of students activity for 15 Aug 2022</p> <p>• Updation of records for NAAC visit.</p> <p>• Intra Dept. Talent Hunt Comptt. on 11th Aug. 2022.</p>		21	01 (Duty leave for delivering guest lecture in INPA college (Meerut))	Sant
—	—	—	21	M.L.	Vats
				(full month)	

S.No	Name of Teachers	Paper Code	class Taken	Course Completed
2	Dr Rima Mittal	-	-	-
4	Dr Anjali Goyal	M.Com III Sem. (I-3003)	18	Introduction to Strategic Management, Corporate Level Strategies

College Work	Department work	Any other	No. of Working Days	No. of Leaves Taken	Signature
→ Attended staff meeting with principal on 18 Aug. → Start of admission (UG) on 29 th Aug.	→ Planning of student activity for 15 Aug 2022 → Updating of records for NAAC visit	-	21	01	<u>line</u>
→ Attended staff meeting with Principal on 16 th Aug. → Admissions of UG Class start from 29 th Aug.	→ Planning for student activities on 15 th Aug. 2022 → Updating of records for NAAC visit. → Attended dept. meeting on 20 th Aug.	Attended Proctorial Board Meeting on 18 th Aug. 2022	21	01	<u>Dyali</u>

S.No.	Name of Teachers	Paper Code.	class Taken	Course Completed
5.	Mrs. Neha Tandon	M.Com III Sem (I-3001)	18	Introduction of OR, Transportation Problem
6.	Ms. Riya Garg (Joined from 5 Aug 2022)	B.Com IIIrd. Year. (C-304)	12	Introduction of SEBI Act 1992, Provisions of SEBI Act

College Work	Department work	Any other	No. of working Days	No of Leaves Taken	Sign
<ul style="list-style-type: none"> • Attended Staff Meeting with Principal on 18th Aug • UG admissions started on 29th Aug. Done duty allotted in admissions. 	<ul style="list-style-type: none"> • Planning of Students activity for celebration of Azadi Ka Amrit Mahotsav • Updating of records for NAAC visit • Convene "Talent Hunt Contest" on 11th Aug. 2022. • Attended Deptt. meeting on 4th 20th Aug. 	-	21	Nil	Panda
<ul style="list-style-type: none"> • Attended staff Meeting with Principal on 18th Aug. 	<ul style="list-style-type: none"> • Planning of students activity for 15 Aug 2022 • Attended Deptt. Meeting on 20th Aug 	-	21	Nil	Panda

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Sept 2022

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S.No.	Name of Teachers	Paper Code	class Taken	Course Completed
1.	Dr. Parul Rastogi	B.com - I sem (C-0101017)	Not started	-
		B.com III sem (C-010302 T)	05)	Introduction of cost A/c - Meaning, scope, Advantages & diff.
		B.com III. yr (C-303)	05	Meaning of marketing and marketing concepts
2.	Mrs Vatsala Oberoi	B.Com. I sem (C-010102 T)	-	-
		M.Com. III sem (I-3002)	05	Understanding Research: Definition, Meaning, Charac- teristics, objectives

College work	Department work	Any other	No. of working Days	No. of Leave Taken	Sign
① Attended Meeting of HOD's with Principal on 03 Sep 2022 and 05 Sep 2022	completion of deptt records	—	26	02	Samy
② Attended staff meeting with Principal on 22nd Sep 2022 for Grade of NAAC	Preparations for Mock visit				
* Attended staff meeting with Principal on 22nd sept. 2022 (Regarding announcement of NAAC Grade) * Admissions of UG (B.Com I sem)	—	—	05	M.L upto 19th sept.	[Signature]

S.No.	Name of Teachers	Paper Code	class Taken	Course Completed
3	Dr. Rima Mittal	B.Com-I Sem (C-010102T)	03	Introduction of statistics
		B.Com III Sem (C-010303T) (Minor)	05	Business Law - An Introduction, Indian Contract Act 1872
4	Dr. Anjali Loyal	M.Com III Sem	05	Introduction of S.A. Models for Strategic Analysis
		B.Com III Sem (C010301T)	05	Meetings of Board of Directors and its power
		B.Com III Sem (C010304T)	05	Introduction of I.M.
		B.Com III year (C-302) class start from 26. Sep.]	05	Introduction, Meaning and Objective of auditing.

College work	Department work	Any other	No. of working Days	No. of Leaves Taken	Sign
Attended staff meeting with principal on 22 nd Sept 2022.	—	—	26	01	Rina
→ Attended staff meeting with Principal on 5 th Sep. 2022.	—	—	26	03	Ayala

S.No.	Name of Teachers	Paper Code	class Taken	Course Completed
5.	Mrs. Neha Tandon	M.Com III Sem (I-3001)	05	Assignment Problem
		B.Com III	05	Valuation of Goodwill
		(C-301)		
6.	Ms. Riya Praseg	B.Com Ist sem /	Not started	-
		BA, B.Sc Ist sem (Minor)	[]	-
		B.Com IIIrd Year [C-304]		Environment Protection Act 1986 [meaning, Define, Provisions], NGT Act 2010

College Work	Department Work	Any other	No. of working Days	No. of Leaves Taken	Sign
• Attended staff meeting with principal on 22 nd Sep 2022 for the grade of NAAC	• Completion of Deptt records for NAAC • Preparations for Mock and Final visit of NAAC		26	01	<u>P. Anon</u>
Attended staff meeting with principal on 22 nd sep 2022 (Regarding for Grade of NAAC)	Preparations for NAAC mock visits.	-	26		<u>P. Anon</u>
		<u>P. Anon</u>			

Oct. 2022

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S.No	Name of Teacher	Paper Code	Class Taken	Course Completed
1.	Dr. Pankaj Rastogi	B.com I Sem (C010101T)	10	Meaning, concept, Features of Business, classification of bus. activity
		B.com II Sem (C-010302T)	11	Stock levels, Inventory control Techniques, Pricing Material issues
		B.com III yr (C-303)	11	Marketing mix, Marketing Environment, consumer behaviour, Marketing Segmentation
2.	Mrs. Vatsala Oberai	B.Com. I Sem. (C-010101T)	Combined Class of Sec. A & B (By Dr. Rima Mittal)	Measures of Central Tendency or Statistical Averages - I (Arithmetic Mean, Median)
		M.Com. III Sem. (I-3002)	10	Understanding Research : Types of Res., Res. in Decision Making, Role & Limitations, Scientific Methods of Research

S.No	Name of Teachers	Paper Code	class Taken	Course Completed
3.	Dr. Rima Mittal	B.Com I Sem (C-010102T)	1P.	Measures of Central Tendency OR statistical Average - I (Arithmetic Mean, Median)
		B.Com III Sem (C-010303T) (Minor)	11	Proposal & Acceptance, Parties Competent to contract, free consent, Consideration.
4.	Dr. Anjali Goel	B. Com III Sem Company law (C010301T)	11	Formation and Incorporation of a Company, MOA, AOA
		B. Com III Year Sem (C010304T)	11	Inventory Management Process, Principles of Inventory Management
		Strategic Mgt. (I-3003)	11	Functional Strategy, Human Resource Strategy, Marketing Strategy, Strategic Alliance
		B. Com III Year Auditing (C-3020)	11	Types of audit, Audit Prog., Audit Programme, Audit note books

S.No	Name of Teachers	Paper Code	class Taken	Course Completed
5.	Mrs. Richa Tandon	M.Com III Sem (I-3001)	11	• Learning Curve Theory, Job Sequencing
		B.Com III (C-301)	11	• Valuation of Shares, Issue & forfeiture of Shares.
6.	Ms. Riya Gang	B.Com Ist sem (CO10101T Sec A)	11	Meaning, features, importance of Business; classification of Bus. Activities
		BA&Bsc. (Minors [])	11	Meaning, Process, Importance of Business Communication Different forms of Business Communication
		B.Com IIIrd Year (C-304)	11	Definitions, Provisions of water. (Prevention & Control of Pollution) Act 1974, Air (Prevention Control of Pollution) Act 1981

College Work	Department work	Any other	No. of working Days	No. of leaves Taken	Sign
• Admissions of UG & PG classes • Renewals of UG & PG classes			11	2	Gordon
Renewals of UG classes			10	1	Gordon
		My			

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S.No	Name of Teachers	Paper Code	class Taken	Course Completed
1.	Dr. Parul Rastogi	B.com III Sem (C-010302)	23	labour cost, Methods of wage Payment, labour Turnover, Machine hour rate
		B.com III yr. (C-202)	12	Market Segmentation, Product Life cycle, Product development, Branding
		M.com I Sem (I-1003)	23	Association of Attributes, chi-Square Test, Probability.
2.	Mrs. Vatsala Oberoi	B.com I Sem (C-010127)	19 [21-02(C)] = 19	Median, Mode, Partition Values, Dispersion
		M.Com. III Sem (I-3002)	16 [21-02(C)] - 03 (Int Exam) = 16	Formulation. Research Problem & Hypothesis.

College Work	Department Work	Any other	No. of working Days	No. of leaves Taken	Sign
Admissions of M.com I sem and Renewals of B.com III Sem & B.com III yr	<p>★ conducted deptt meeting on 1 Nov 22 regarding mentor-mentee records and online financial literacy session.</p>	-	23	Nil	Sanyal
	<p>★ conducted deptt meeting on 11th Nov 22 for Submission of AQAR & for conducting Internal exams of M.com III sem</p>				
Admissions of PG (M.Com I sem) and Renewals of B.Com. III sem. and B.Com. III yr.	<p>★ Attended depart-mental meeting on 1st Nov. 2022 regarding mentor-mentee records & Online Financial Literacy session.</p> <p>★ Attended deptt. meeting on 11th Nov. 22 regarding AQAR Submission & M.Com III sem^{1st} Internal Exams.</p>	-	21	02	Vatsya

NOV 2022

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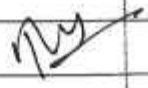
S.No	Name of Teachers	Paper Code	class Taken	Course Completed
3.	Dr. Rima Mittal	B.Com - I Sem (CO10102T)	23	Mode, Partitions Values, Dispersion, Skewness
		B.Com - III Sem (CO-010303T) (Minor)	23	Void Agreement, Contingent contract, Implied contract, contracts of Indemnity and Guarantee, Contracts of Bailment & Pledge
		M.Com I st Sem (I-1004)	14	Introduction of Financial Management, capital structure, leverage Analysis.
4.	Dr. Anjali Goel	B.Com III Sem. (CO10301T)	23	Prospectus, Share Capital
		B.Com III Sem. (CO10304T)	23	How to improve invent. Mgt., Perpetual inventory Mgt., Methods of Inv.
		B.Com III year. (C-302)	19	Routine checking and test checking, Internal check, Internal Check by
		M.Com III Sem. (I-3003)	14	Mergers & Acquisitions Mc Kinsey 7S Model

College Work	Department work	Any other	No. of working Days	No. of Leaves Taken	Sign
<ul style="list-style-type: none"> Admission of M.Com I Sem and Renewals of B.Com III Sem & B.Com III yr. 	<ul style="list-style-type: none"> Attended departmental meeting on 1st Nov 2022 regarding mentor-mentee records & online Financial Literacy Session. Attended deptt. meeting on 11th Nov 22 regarding AQAR submission & M-Com III Sem 1st Internal Exams. 	-	23	03	Lina
<ul style="list-style-type: none"> Attended meeting of Progressive Women Forum 	<ul style="list-style-type: none"> Attended meeting of Progressive Women Forum 				
<p>Due to medical leave all classes were taken online.</p>	-	-			Lina

NOV 2022

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S.N.	Name of Teachers	Paper code	class taken	course completed
5.	Mrs. Neha Tandon	M.Com III Sem (I-3001)	23	• Linear Programming Problem (L.P.P) - Graphical & Simplex
		M.Com I Sem (I-1002)	14	• Introduction, Tax Planning & Tax Management
		B.Com III (I-301)	23	• Issue & Redemption of Debentures, Final Accounts
6.	Ms. Riya Gang	B.Com Ist Sem (C010101T)	23	features, Importance objectives of Bus. Organi Diff. b/w Industry, Commerce & Business
		BA & B.Com Ist Sem (C010103T)	23	Barriers of Communication, Effects & Advant
		B.Com IIIrd Year (C-304)	23	of Bus. Comm in modern Tec Trade Mark Act 1999 Patent 1970.
7.	Ms. Binny Kankhwal	B.Com I Sem (C010101T)	23	Importance & obj of Bus. org, Diff b/w Industry Commerce & business
		B.Com I Sem (C010103T)	23	Importance & characteristics of Bus. Communication, Process & forms of Communication
		M.Com I Sem (I-1001)	14	Planning - concept, organising types of org; Authority, Responsibility, Staffing, Control Process & Techniques

college work	deptt work	Any other	No. of wkg days	No. of leaves etc	Sign
<ul style="list-style-type: none"> Admission of M.Com I sem and renewals of B.Com III sem & B.Com III year 	<ul style="list-style-type: none"> Attended deptt. meeting on 1st Nov 2022 regarding mentor-mentee records & Online Financial Literacy Session 		23	-	Pardos
<ul style="list-style-type: none"> Renewals of B.com IIIrd sem & B.com IIIrd Year. 	<ul style="list-style-type: none"> Attended deptt. meeting on 1st Nov 2022 regarding AGAR Submission & Internal exams of M.Com III Sem Attended deptt. meeting on 1st Nov 2022 regarding online financial literacy Session 		24		Parey
	<ul style="list-style-type: none"> Attended deptt meeting on 1st Nov 2022 regarding online financial literacy session 		24	NEL	Binay

Dec 2022

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S.N.	Name of Teacher	Paper code	class taken	Course completed
1.	Dr. Pankaj Rastogi	B.com III Sem (C-010302T)	14	overheads, Machine hour Rate, Unit costing.
		B.com III yr. (C-202)	14	Price, Distribution channels, Promotion
		M.com I Sem (I-1003)	16	Interpolation & Extrapolation, Theoretical Freq. Distribution, Decision Theory
2.	Dr. Vatsala Bhargava	B.Com. I Sem (C-010102T)	16/5/11	Skewness, Standard Deviation, Correlation
		M.Com. III Sem. (I-3002)	16	Sampling, Research Design, Methods of Research

College Work	Deptt. Work	Any other	No. of Wkg days	No. of leaves taken	Sign
Attended workshop/ training prog. in liab -rary for Inlibnet on 19 & 20 Dec 2022	conducted deptt meeting on 7 Dec 2022 for guest lect by Mrs Neha Tuteja	-	17	02	Fand
* Attended training prog. in Library for Inlibnet on 19 and 20 Dec. 2022 Attended meeting regard- -ing national workshop org. by B. Ed. deptt. on 19 th Dec. 2022.	Attended deptt. meeting on 7 th Dec. 2022 for Guest Lec- -ture by Mrs. Neha Tuteja	-	17	01	Vatsya
* Attended ^{Two days} National workshop on 21 st & 22 nd Dec. 2022 and worked as org. commt. member					
* Duties done regarding amusement trip on 17 th Dec.					

Dec 2022

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S.N.	Name of Teacher	Paper code	class taken	course completed
3	Dr. Rima Mittal	B.Com - I st Sem (C-010102T)	14	Correlation, <u>Accounting Standard</u> <u>Foundation.</u>
		B.Com III rd Sem (C-010303T) (Minor)	14	Contract of Agency, Sale of Goods Act, Consumer Protection Act.
		M.Com I st Sem (I-100A)	14	Cost of Capital, Dividend Policy
4.	Dr. Anjali Goyal	B.Com III Sem. due to (C010301T) medical leave all B.Com III Sem. Classes (C010304T) were take M.Com III Sem. Online. (I-3003)		Transfer and Trans. of Share, Membership of a Company. Benefits of goods I.M. Concept and Objectives of Inventory, Need. Value Chain approach The Emerging Theory of Manufacturing. Internal audit and Internal Control, Audit procedure.
		→ B.Com III year - (C-302)		

college work	deptt. work	Any other	No. of wkdays	No. of leaves taken	Sign
• Attended Training Prog. in Library on 19 & 20 Dec 2022,	Attended deptt. meeting on 7 th Dec 2022 for. Guest	-	17	03	CPG
• Going for amusement trip on 17 th Dec 22 with students	lecture by Mrs. Neha Tuteja.				
—	—	—	20	—	dijat

S.N.	Name of Teacher	Paper Code	class taken	Course Completed
5.	Mrs. Neha Tandon	M.Com III sem (I-3001)	14	• Queuing Theory & Revision
		M.Com I sem (I-1002)	14	• Tax Planning for the new business - location, nature & forms
		B.Com III (C-301)	14	• Accounts of Holding Companies, Underwriting
6.	Ms. Riya Garg	B.Com Ist sem (C010101T)	14	Promotion of Business, Forms of Business Organization and their features
		BA & B.Sc Ist sem (Minor)	14	Non-verbal Communication [Body language, kinesics, Para language]. Modern forms of Business Communication [E-Mail etc.]
		B.Com Third Year (C-304)	14	Designs Act 2000, Indication of Goods Act 1999

college work	Deptt work	Any other	No. of work days	No. of leaves taken	Sign
<ul style="list-style-type: none"> • Attended Training Program - me in library on 19th & 20th Dec. 2022 	<ul style="list-style-type: none"> • Attended deptt. meeting on 7th Dec. 2022 for Guest Lecture by Mrs. Neha Tuteja 		17	-	P. Pandey
<p>Attended training programme in library for Inlibnet on 19 & 20 Dec 2022</p>	<p>Attended deptt. meeting on 7 Dec 2022 for guest lecture</p>		17	-	P. Pandey
			17		

JAN 2023

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S.N.	Name of Teacher	Paper code	class taken	Course completed
1.	Dr. Parul Katoji	B.com III Sem (C010302 T)	09	operating cost, Process A/c, contract a/c
		B.com III yr (C-303)	09	Advertising, Personal Selling, Distribution channels
		M.com I Sem (I-1003)	13	Analysis of Variance, Large & Small Samples, Simulation.
		M.com IV Sem. (I-4004) (class started from 16 Jan)	12	Introduction of Marketing, core concepts, Market Segmentation, targeting & Positioning.
2.	Dr. Vatsalabhai	B.Com I Sem (C010102 T)	09	Correlation (contd.)
		M.Com III Sem (I-3002) (till	13	Scaling and Attitudes Measurement Techniques - Types of scales, Selection of an App. scale, Data Presentation, Processing & Analysis
		M.Com IV Sem. (I-4006) (started from 21 st Feb)	04	Introduction of HRM

college work	Deptt. WORK	Any other	No. of Wkg days	No. of leaves taken	Sign.
proposal sent for University Innovation challenge	Departmental meeting conducted for Internal Exam of U.G Sem & PG Sem	-	22	Nil	Sam
celebrated Data Privacy Day on 28 th Jan. In Deptt by Guest Lecture					
Attended meeting of Reskilling cell on 31 Jan 2023 for FDP with Principal Ma'am					
*Writing for proposal report (Univ. Innovation Challenge)	Attended deptt. meeting for U.G and P.G Sem.	-	22	-	Vats
*Celebrated New year function of Staff Club and worked as convener on behalf of Incharge	Internal exams on 11 th Jan. Agenda: Awareness Program on Upcoming Invest-ors Summit - Two Intercollegiate Comptt. - [Essay Writing "V.P. is the best place for Investment"	Attendance Reg. of Deptt. Dr. D. D.			
*Attended staff Club meeting on Agenda - New year fun.					
*Celebrated Data Privacy Day on 28 th Jan in Deptt. by Guest Lecturer.	topic "Possibility of Investment & Employment" By Mr. Vikrant Javla] was organised on 25 th Jan				
*Rally org on 21 st Jan for Gr 20 (Run for G-20)	2023.				

JAN 2023

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S.N.	Name of Teacher	Paper code	Class taken	Course completed
3	Dr. Rina Mittal	B.Com I sem (C-010102T)	09	Index Numbers & Time Series.
		B.Com III sem (C-010303T) (Minor)	09	L.L.P Act. 40 shop & Commercial Establishments Act 1962.
		M.Com I sem (I-1004)	13	Capital Budgeting.
		M.Com IV sem (I-4001) Classes started from 16 Jun	12	Nature & scope of Managerial Economics, Role & Responsibilities of Managerial Economist.
4	Dr. Anjali Goel	B.Com III sem (C-010301T)	09	Directors, Other Managerial Personnel, Annual Gen Meeting, Accounts & Audit.
		B.Com III sem (C-010304T)	09	Planning and Controlling Inventory levels, Effects of excess I, Product Classification.
		B.Com III year (I-309)	13	Audit of companies, Company auditor appoint. Powers, Duties, Liabilities Removal of Auditor.
		M.Com III sem (I-3003)	13	BCG Matrix, GE Model, PIMS Model, SWOT Analysis.

College Work	Deptt work	Any other	No. of wkg days	No. of Leaves taken	Sign.
<ul style="list-style-type: none"> • Celebrated Data Privacy Day on 28th Jan in deptt by Guest lecture. • Attended meeting of Differently Abled St. cell on 17th Jan 23 • Attended meeting of Progressive women forum with Principal • Going for rally on 25th Jan 2023 	Attended department meeting for Internal Exam of UG Sem & PG Sem	-	22	01	Rina
<ul style="list-style-type: none"> • Celebrated Data Privacy Day on 28th Jan in deptt. by Guest lecture. • Attended meeting of Differently Abled St. cell on 17th Jan. 23. • Attended meeting of progress in Sports. 	Attended deptt. meeting for Internal Exam. of UG Sem. 2 PG Sem.	-	22	Nil	Ajay

JAN 2023

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S.N	Name of Teacher	Paper code	class taken	course completed
5.	Mrs. Neha Tandon	M.Com III Sem (I-300)	03	Revision
		M.Com I Sem (I-1002)	08	Tax Planning & Financial Management Decisions, ITR
		B.Com III (C-301)	08	Redemption of ^(Hindu Online) Preference Shares
6.	Miss Riya Garg	B.Com Ist sem (CO10101T)	08	One person company, Diff. b/w Public & Private Com. Plant Location importance. Factors affect Plant location Theories of Plant location, Plant layout; factors affect optimum size.
		B.A, B.Sc. Ist sem (Minor.)	08	Importance of Buss. langu- age and oral presentation official letter, Resume.
		B.Com III Year (C-304)	09	Copyright Act 1957, FEMA Act 1999

College work	Deptt work	Any other	No. of wkg days	No. of leaves	Sign
<ul style="list-style-type: none"> • Celebrated "Data Privacy Day" on 28th Jan. by Guest Lecture of Dr. Tarzoo Alam. 	<ul style="list-style-type: none"> • Attended Deptt. Meeting for U.G. & P.G. Internal Exams on 11th Jan 23 • Completion of Attendance Register & Deptt. Diary • Preparation of Awareness Programme on Upcoming Investors Summit i.e. two intercollegiate competition 	-	22	11	P. Parry
-	<p>Attended Deptt. meeting conducted for U-G sem and P-G sem internal sem.</p>	-	21	02	P. Parry

JAN 2023

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S. N	Name of Teacher	Paper code	Class taken	Course completed
7.	Mrs. Binny Kantim	B. Com I Sem (Colo101 T)	09	Plant Location - Importance & factors, Theories of Plant Location
		B. Com I Sem (Colo103 T)	09	Non Verbal Communication Types of Non-Verbal communication, Principles of Effective Listening ^{Skills}
		M. Com I Sem (I-1001)	13	Definition and Imp of group dynamics, group formation & Composition, Theories of Leadership & Leadership Styles.

FEB 2023

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S.N	Name of Teacher	Paper code	class taken	course completed
1.	Dr. Pankaj Rastogi	B.Com III Sem. (C010302T) (till 12 Feb)	09	completed & incomplete contract incentive plans.
		B.Com IV Sem. (C010405T) (From 13 Feb onwards)	07	Introduction to Travel, nature, forms of tourism
		B.Com III yr. (C-303)	12	International Marketing & revision.
		M.Com IV Sem (I-4004)	17	Product and price decision, Product life cycle, channels of distribution.
2.	Dr. Vatsala Oberoi	B.Com. I Sem. (C010102T) (till 12 th Feb)	09.	Index No. and Time Series
		M.Com. IV Sem. (I-4006)	17.	HRM : Human Resource Planning & Procurement Performance Appraisal
		BA (Minor) B.Com. II sem. () (from 13 th Feb)	08	Internet & E-commerce Benefits of e-comm to org., Consumers & Society
		B.Com. IV Sem (C-010402T) (from 18 th Feb)	08	Introduction: Nature, scope, importance, Evolution, Marketing Mix

college work	Deptt work	Any other	No. of wky days	No. of leaves taken	Sign
Attended meeting of reskilling cell with incharge on 7 th Feb 2023	*Conducted deptt meeting for sending entries for youth fest.		17	NIL	<u>Ramp</u>
Meeting of youth festival committee on 8 th Feb 2023 attended -	*Conducted deptt meeting on 11 th Feb 2023				
Duties done as committee member of reskilling cell & Y. Fest.	(for Start up)				
*Attended 7 days FDP & Duties done as Executive member from 11 th Feb to 17 th Feb: 2023.	*Attended deptt. meeting regarding youth festival on 9 th Feb. 2023.	-	17	-	<u>Vats</u>
*Involved as Mentor of Commerce start up cell in University (13 th , 15 th , 25 th & 26 th Feb. 2023) - Preparation of start up stall for NAAC peer Team Visit in Univ.	*Attended deptt. meeting on 14 th Feb regarding Start up cell in Univ.				
Duties done as Committee member of Youth fest. Team from 21 st to 26 th Feb. 2023.					

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Feb 2023

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S.N.	Name of Teacher	Paper Code	Class taken	Course completed
3	Dr Reema Mittal	B.Com 1 st sem (CO10102T) (till 12 th Feb)	09	Revision.
		B.Com III rd sem (CO10303T) (till 12 th Feb) (Minor)	09	Revision.
		M.Com IV th sem (I-4001)	17	Law of Demand Elasticity of demand, Demand forecasting.
		M.Com II nd sem (I-2002)	10	Valuation of Goodwill Tangible Assets
4.	Dr. Anjali Goel	B.Com III Sem. (CO10301T)	09	Revision
		B.Com III Sem. (CO10304T)	09	Product Classification Product Coding, Lead time.
		B.Com. III year (CT302)	09	Auditor's report clean report and qualified report Cost Audit, Tax Audit, Mgt. Audit.
		M.Com. III Sem. (I-3003)	03	Revision

Feb 2023

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S.N	Name of Teacher	Paper code	class taken	course completed
5.	Mrs. Neha Tandon	M.Com II Sem (I-2001) (From 13 th Feb)	07	Introduction, Structure of GST
		B.Com III (I-301)	12	
		B.Com IV Sem (CO10401T) (From 13 th Feb)	07	Introduction to tax, Important Definitions, Agricultural Income
6.	Ms. Riya Garg	B.Com IVth sem (CO10104T) (from 13 Feb)	09	Meaning, features, function & Theories of entrepreneurship Business
		B.Com Ist sem (CO10101T) (Till 12 Feb)		Combination and Rationalisation Objectives, Types and importance
		B.Com IInd sem (CO10202T) (From 13 Feb onwards)	08	Meaning of Royalty Explain Terms of Royalty, Accounting Nature, features Importance of Managem ^{Treatment}
		B.Com IInd sem (CO10201T)	08	
		B.Com B.Com Ist sem [] (Minor) (Till 12 Feb)	08	Defination of Report writings Types and format of Report writing
B.Com IIIrd Year (C-304)	12	Prevention of money laundering Act 2002		

college work	deptt work	Any other	No. of wkdays	No. of leaves taken	Sign
<ul style="list-style-type: none"> • Attended 7 days FDP from 11th Feb to 17th Feb • Attended meeting of Youth Festival Committee on 8th Feb. 2023 • Duties done as committee member of Youth Festival from 21st to 26th Feb. 2023 • Celebrated 75th Foundation Day of College on 27th Feb. 2023 	<ul style="list-style-type: none"> • Attended deptt. meeting for sending entries for Youth Festival on 9th Feb. 2023 • Attended deptt. meeting on 14th Feb. regarding Start-up cell in university 		17	-	P. Kishor
	<ul style="list-style-type: none"> * Attended Deptt. meeting for sending entries for youth fest on 9 Jan 2023 		10	-	P. Kishor

Feb 2023

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S.N.	Name of Teacher	Paper code	class taken	course completed
7.	Mr. Binny Kantwal	B.Com I sem (C010101T) (till 12 feb)	09	Plant layout factors affecting optimum size, Business Combination & Rationalisation
		B.Com II sem (from 13 feb) (C010205T)	09	Famous Economist of India - Business Economics - An Introduction - Theory of Demand
		M.Com II sem (I-4005)	17	Nature & Imp of International marketing - Transition from Domestic to I.M. modes of Entry

college work

Deptt. work

Any other

No. of
Wkg days

No. of
leaves
taken

Sign

Attended 7 days FDP
from 11 Feb to 17 Feb

Attended Deptt
meeting for
sending Entries
for youth festival

17

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P Singh

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March 2023

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S. N.	Name of Teacher	Paper code	class total	course completed
1.	Dr. Parul Rastogi	B. Com. IV Sem (C010405T) M. Com. IV Sem (I-4004)	20	The Modern Tour Industry Types of Tour operations, Promotion, Promotion mix, Publicity & Public relations
2.	Dr. Vatsala Oberoi	B. Com. III Sem	20	Application in B2C
		B. Com. IV Sem (C010402T)	20	Marketing env., Micro & Macro factors (env), Consumer Behaviour Market Selection
		M. Com. IV Sem (I-4006)	20	Human Resource Training & Development, Career Planning & Career Dev., promotion, transfer and demotion.

College work	dept work	any other	No. of wkg days	No. of Leaves taken	Sign
conducted departmental meeting on 3 rd March regarding new U.G and P.G Semester	Prepared new time-table for even Semester of U.G & P.G	-	20	-	Ramp
Worked as a mentor at CCS university on behalf of our dept titled 'Perfectly wrapped' under Kalfana Chauola Start up cell	checked Exam forms of B.com III Sem ^d				
Examination duties were done					
* Attended staff club meeting regarding Holi function	Attended deptt. meeting regarding starting of New	-	20	01	Vatsa
* Worked as Mentor of Commerce start up cell in University and attended NAAC Peer team visit on 2 nd Mar. 2023.	semester (i.e II and IV sem UG & III PG) on 3 rd Mar. 2023.				

S.No	Name of Teacher	Paper code	Class Taken	Course completed
3.	Dr. Rima Mittal	M.Com II nd Sem (I-2002)	20	Liquidation of Companies, Holding Companies, Corporate Financial Reporting
		M.Com III rd Sem (I-4001)	20	Production Functions, law of Diminishing Returns, Cost Functions, Iso-quant curve
4.	Dr. Anjali Goel	M.Com II nd Sem (I-2003)	20	The Insolvency and Bankruptcy Code, 2016 The Competition Act, 2009.
		M.Com IV th Sem (I-4007)	20	Structure and Evolution of Industrial Relations. Trade Unionism, Negotiations and Collective bargaining.

College work	Deptt. work	Any other	No. of wkg days	No. of leaves taken	Sign.
Examination duties work done	Attended deptt meeting regarding time-table of even-semester	-	20	02	Line
Examination duties work done	Attended deptt meeting regarding time-table of even-semester.	-	20	01	Ayat

5	Mrs. Neta Tandon	M.Com II ^{sem} (I-2001)	20	GST Council, GST Network, State Compensation Mechanism
		B.Com IV ^{sem} (CO10401T)	20	Residential Status & Tax Liability, Income from Salary
6	Ms. Riya Garg	B.Com III ^{sem} (CO10201T)	20	functional Areas of Mgt. Development of Mgt. Thought (classical, Neo-classical, system and contingency Approach)
		B.Com III ^{sem} (CO10404T)	20	Meaning, features, function Types of entrepreneurs. & Intrapreneur.
		B.Com III ^{sem} Year (C-304) (TII) 15 Marks	20	factories Act 1948, Industries Act 1947
		B.Com III ^{sem} (CO10202T)	20	Practical problems of royalty Patent Royalty and copyright Royalties.

• Examination Duties work done.	• Attended Deptt meeting on 3 rd Mar. regarding time-table of even semester of UG & PG	20	-	<u>P. Jindal</u>
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Exam Duties work done	Attended Deptt meeting on 3 rd March regarding time-table of even semester of UG & P.G	20	-	<u>P. Jindal</u>
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7	Mrs. Binny Kantua	B.Com II Sem (CO102051)	20	Elasticity of Demands, Demand forecasting, Short run & long run cost curve
		M.Com II Sem (I.4005)	20	EPRG framework, Characteristics of MNC, IPLC, marketing Environment (PESTEL)

Examination Duties
work done

Attended deptt
meeting regarding
New Semester of
UG & PG

20

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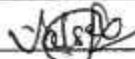
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April 2023

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S.No.	Name of Teachers	Paper Code	Class Taken	Course Completed
1.	Dr. Parul Rastogi	B. Com IV Sem (CO10405T)	24	Tour operations and Documentation
		M. Com IV Sem (I-4004)	16	Marketing Planning, organization and control.
2.	Dr. Vatsala Oberoi	B. Com. II Sem	15	Application in B2B
		B. Com IV Sem (CO10402T)	15	Product, Product Mix, Branding, packaging & Labelling, After Sales services, PLC, New Product Development
		M. Com II Sem (I-4006)	15	Compensation Management, Employee Benefits - Wage Plan & Policies, profit Sharing & Incentives, Employee Benefits prog.

College Work	Deptt. Work	Any other	No. of work-days	No. of Leaves Taken	Sign.
Attended Meeting (HOD) conducted with the principal on various issues on 10 April 2023	deptt meeting on 12 th April 2023 for various deptt issues including	-	25	01	
Invigilation duties done in university main exams	PG internal exam conducted deptt meeting on 24 th April 2023 regarding National online workshop by NIPAM on IPR				
* Attended meeting with incharge of staff club for completion of cash. Book of Staff Club.	* Attended deptt meeting regarding PG Internal Exams completion of deptt records i.e. Mentor-Mentee, Remedials, Activity reg. etc. on 12 th April 2023	-	25	01	
* University Main Exams invigilating duties done.	* Attended deptt meeting regarding National Workshop of IPR (NIPAM) on 24 th April 2023				

S.No.	Name of Teacher	Paper Code	Class Taken	Course Completed
3.	Dr. Rima Mittal	M.Com II nd Sem (I-2002)	16	Amalgamation of Companies.
		M.Com IV th Sem (I-4001)	16	Market structure, Perfect Competition, Imperfect competition Monopoly, oligopoly
4.	Dr. Anjali Goel	M.Com II nd Sem (I-2003)	16	The Companies Act, 2013, Corporate Governance I
		M.Com IV th Sem (I-4007)	16	Industrial Conflict & disputes Resolutions, Factories Act, 1948 and Employee's Compensation Act, 1948, Important provisions.

College work	Deptt. work	Any Other	No. of Working Days.	No. of Leaves Taken.	Sign.
University Main exams invigilating duties done	* Attended deptt. meeting regarding PG Internal Exams & completion of deptt. records i.e. Mentor- Mentee, Remedials etc. * Attended deptt. meeting regarding National Workshop of IPR (NIPAM)	-	25	02	<u>Line</u>
University main exams invigilating duties done.	• Attended deptt meeting regarding PG Internal Exams. & Completion of deptt. records i.e. Mentor- Mentee Remedials etc. • Attended deptt. meeting regarding National Workshop of IPR (NIPAM)	-	25	01	<u>Dujati</u>

5.	Miss. Neta Tandon	M.Com II sem (I-2001)	16	Levy & Collection of GST, Input Tax Credit (ITC)
		B.Com IV sem (010401T)	25	Income from House Property, Profit & Gains of Business or Profession

• Invigilation duties done in University Exams

- Attended Deptt Meeting regarding PG Integral Exams & completion of deptt records on 12th Apr 2023
- Attended Deptt Meeting regarding National Workshop on IPR (Online) by NIPAM on 24th Apr 2023

25 - Pravdon

S.No				
7	Mrs. Binny Kant wal	B.Com II sem (C010205T)	15	Law of Variable Production, Optimum Combination of factor & Expansion, Returns to Scale.
		M.Com II sem (I-4005)	16	Market selection & Research International marketing Information System: Product Planning, Standardization vs Product adaptation, New Product development

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Exam duties done

Attended deptt meeting regarding Internal Exam of PGO

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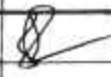
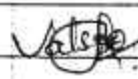
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May 2023

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S.No.	Name of Teacher	Paper Code	Class Taken	Course Completed
1.	Dr. Parul Rastogi	B.com IV Sem (C010405T)	12	Impact of Tourism and Tourism organisation
		M.com IV Sem (I-4004)	15	New Trends in Marketing and other emerging Trends
		B.A-IV Sem (C010406T) (Mind Paper)	06 (offline) 09 (online)	Introduction to Travel & Tourism, The Modern Tour Industry, Tour operations and documentation & Impact of Tourism
2.	Dr. Vatsala Oberoi	B.Com. II Sem	15	Application in Governance
		B.Com. IV Sem (C010402T)	15	Pricing, Promotion & Distribution, Retailing Recent Dev. in Mktg.
		M.com IV Sem (I-4006)	15	Human Resource Organisation - Line & staff relationship, Org of HRD, styles, Moral & Motivation, creating conducive work environment

Summer Break (22nd May to 10th July 2023)

College Works	Dept. Works	Any Other	No. of wky days	No. of leaves Taken	Sign.
Invigilation duties were done in univ main exams.	conducted meeting of deptt for completion of departmental records, Paper making of of Indian language, culture & art cell of U.G - I & III Sem		18	01	
	uploaded awards of Internal exams of U.G & P.G classes				
University Main Exam Invigilating duties done	* Attended deptt meeting on 11 th May, 2023 regarding completion of deptt records i.e. Mentor-Mentee, Remedial Classes & Tutorials, Deptt. Diary, Activity registers etc and Paper Making for Minor subjects of UG (NEP)		15	-	

S. No.	Name of Teacher	Paper Code	Class Taken	Course Completed
3.	Dr. Rima Mittal	M.Com II Sem (I-2002)	15	Internal and External Reconstruction of companies.
		M.Com IV Sem (I-4001)	15	Pricing Methods.
4.	Dr. Arijali Goel	M.Com II Sem (I-2003)	15	Corporate Governance II
		M.Com IV Sem (I-4007)	15	Trade Union Act, 1926 and Industrial Dispute Act, 1947, Important provisions.

College Work	Deptt. work	Any other	No. of working Days	No. of leaves Taken	Sign
<ul style="list-style-type: none">• University Main Examination duties done.• Attended meeting of Differently Abled Cell on 4th May 23	<ul style="list-style-type: none">• Attended deptt. meeting on 11th May 2023 regarding completion of deptt. records	-	18	-	Amal
<ul style="list-style-type: none">• University main Exam. duties done.• Attended meeting of proctorial Board.	<ul style="list-style-type: none">• Attended deptt. meeting on 11th May, 2023. regarding completion of deptt. records	-	18	-	Amal

- University main exams invigilation duty done
- Completed and filed the records of Activity Club
- Attended Deptt. Meeting on 11th May 2023 regarding completion of deptt. records.
- Uploaded awards of Internal Exams of U.G. & PG.

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7.	Mrs. Binny Kantival	B.Com II Sem (CO10205T)	12	Price & output determination under Perfect competition under monopoly, Perfect, monopolistic, Trade cycle; Theories of Distribution
		M.Com II Sem (I-4005)	15	Pricing Policies & strategies. Promotion decision (Adm. Personal selling, Sales promotion) distribution channel & logistics issues in I.M, Dev. & Scope of regional Economic grouping

Exam duties done

Attended deptt
meeting on
11 May

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RAGHUNATH GIRLS' POST GRADUATE COLLEGE, MEERUT
DEPARTMENT OF HOME SCIENCE
ACADEMIC CALENDAR 2022-23

The schedule will be followed as per University, Government and UGC guidelines.

June 2022

- Annual Exams of University.

July 2022

- College reopens on 16th July 2022. Meeting of Principal with the staff.
- University exams of UG and PG to be conducted as per University directions.
- Formation of departmental committees for the session 2022-23.
- Meeting with the Principal for the forth coming NAAC visit.

August 2022

- Meeting of Principal with the Incharge and the staff regarding NAAC.
- Departmental time table & calendars to be made and submitted to IQAC.
- University exams to be conducted as per University schedule.
- Independence Day and Azadika Amrit Mahotsav week celebration as per Government directions.
- Publication of departmental magazine 'Home Science Chronicles-II :Reflections'.
- Preparation for the forth coming NAAC visit.
- U.G. & P.G. final classes to begin.
- Stock checking of the department.
- Department to send their Annual Report for College-O-Scope.
- Self-appraisal forms of the session 2021-22 to be completed and submitted to IQAC.
- Departmental Meeting.

September 2022

- Meeting of Principal with Incharge of the department.
- Admission and renewal of U.G. & P.G.
- Library upgradation and departmental maintenance.
- Classes of U.G. & P.G. to continue.
- Stock Registers of the departments to be signed by Principal.
- Diaries to be prepared by the faculty members of the department.
- Mentor-Mentee groups to be formed and displayed on notice board after the admissions are complete.
- Expected date of NAAC visit.
- National Nutrition week and Teacher's Day to be celebrated.
- Programmes related to Gender sensitization to be organised.
- Pre- Ph.D Course work of the session (2022-23) to be initiated.
- Departmental Meeting.
- Inaugural Ceremony of Departmental Association.

October 2022

- Celebration of Gandhi Jayanti, International Girl Child Day and World Food Day
- Admissions and renewals of U.G. & P.G. to be completed.
- Mentor-Mentee groups to be formed of P.G students and reported to IQAC.
- Classes to continue.
- Diaries to be prepared by the departments.
- Departmental Associations to be formed.
- Meritorious students to be felicitated at departmental & college level
- Exhibition under RGPG innovation Cell & IQAC
- Departmental Meeting.

November 2022

- Talks/ Competitions/ Workshops/ Training programme to be conducted on contemporary issues.
- Website updation.
- First Internal exam of P.G. I & III semester to be conducted.
- AQAR 2021-22 to be prepared.
- Children's day to be celebrated.
- Out-Reach & Extension Activity to be conducted.
- Departmental Meeting.

December 2022

- Quotations to be called for purchases by the department.
- Internal exams of the U.G. as per NEP 2020.
- Remedial classes & NET classes to be taken.
- Departmental Meeting.

January 2023

- Second internal exams and evaluation of P.G. Sem. I & III to be conducted.
- Department to place orders for books and other departmental requirement.
- University Exams of U.G. I & III semester and PG semester I & III to be conducted.
- Celebration of Republic Day.
- Departmental Meeting.

February 2023

- Remedial classes to be taken for UG final year students.
- Departmental Diaries & registers to be completed and signed by the Principal.
- Stock checking to be initiated.
- Assignments/Seminars of P.G. Sem. II& IV to be allotted.
- Internal marks of P.G. Sem. I & III to be uploaded.
- 75th Founders Day celebration on 27th of February.
- Departmental Meeting.

March 2023

- Stock checking to be completed and departmental account closing to be done.
- International Women's Day to be celebrated.
- Remedial Classes to be taken.
- Courses to be completed of U.G. Final year.
- Capacity Building programmes/Seminar/Symposium/Conferences to be organised by the departments on subject relevant topics.
- Departmental Meeting.
- Closing Ceremony of Departmental Association.

April 2023

- Maintenance of departments, library, laboratories and office.
- University Annual exams 2022-23.
- First Internals to be conducted and evaluated for P.G. Sem. II & IV.
- Annual Report of Department/Association highlighting Departmental, Teachers and students achievements to be submitted.
- Internal Assessment exams of U.G. semester II & IV
- Departmental Meeting.

May 2023

- University Annual Exams of U.G. final 2022-23.
- Second Internals to be conducted & evaluated for P.G. Sem. II & IV.
- Assignments/Seminars of P.G. students to be taken.
- Online submission of Internal marks of P.G. Sem. II & IV and U.G. semester II & IV.
- Departmental Meeting.

June 2023

- University Exams of U G. and P.G. semester II & IV.
- University exams of B.Ed.
- Followed by summer vacation.
- World Environment Day to be celebrated.

Mamta
24/08/2022
(Mrs. Mamta Kumari)
Departmental IQAC Coordinator

Rh
24.08.2022
(Dr. Renu Kamboj)
Incharge



Other National/International Days relevant to the Departments or instructed by the Government to be celebrated accordingly.

Department of Home Science B.A. I Time table 2022-2023

DAY/PERIODS	I 9:00-10:00	II 10:00-11:00	III 11:00-12:00	IV 12:00-01:00	V 01:00-02:00	VI 02:00-03:00	VII 03:00-04:00	VIII 04:00-05:00
MONDAY		B.A. I Gp-1 Dr. Remu Kambhoj	B.A. I Gp-1 Dr. Remu Kambhoj B.A. I Sec. A Guest Faculty	B.A. I Gp-2 Dr. Remu Kambhoj Minor Guest Faculty	B.A. I Gp-2 Dr. Remu Kambhoj	B.A. I Sec. B Guest Faculty	B.A. I Gp-1 Dr. Remu Kambhoj	
TUESDAY		B.A. I Gp-1 Dr. Remu Kambhoj	B.A. I Gp-1 Dr. Remu Kambhoj B.A. I Sec. A Guest Faculty	B.A. I Gp-2 Dr. Remu Kambhoj Minor Guest Faculty	B.A. I Gp-2 Dr. Remu Kambhoj	B.A. I Sec. B Guest Faculty		
WEDNESDAY			B.A. I Sec. A Guest Faculty Remedial Tutorial Dr. Remu Kambhoj	B.A. I Gp-3 Dr. Remu Kambhoj Minor Guest Faculty	B.A. I Gp-3 Dr. Remu Kambhoj	B.A. I Gp-4 Dr. Remu Kambhoj B.A. I Sec. B Guest Faculty	B.A. I Gp-1 Dr. Remu Kambhoj	
THURSDAY			B.A. I Sec. A Guest Faculty Remedial Tutorial (Practical) Dr. Remu Kambhoj	B.A. I Gp-3 Dr. Remu Kambhoj Minor Guest Faculty	B.A. I Gp-3 Dr. Remu Kambhoj	B.A. I Gp-4 Dr. Remu Kambhoj B.A. I Sec. B Guest Faculty	B.A. I Gp-4 Dr. Remu Kambhoj	
FRIDAY				Remedial Tutorial (Theory) Guest Faculty		B.A. I Gp-5 Dr. Remu Kambhoj	B.A. I Gp-5 Dr. Remu Kambhoj	
SATURDAY				Remedial Tutorial (Theory) Guest Faculty		B.A. I Gp-5 Dr. Remu Kambhoj	B.A. I Gp-5 Dr. Remu Kambhoj	

(Handwritten signature)



* Guest faculty - Ms. Chhaya Malik.

Department of Home Science B.A. II Time table 2022-2023

DAYS/PERIODS	I 9:00-10:00	II 10:00-11:00	III 11:00-12:00	IV 12:00:01:00	V 01:00-02:00	VI 02:00- 03:00	VII 03:00-04:00	VIII 04:00-05:00
MONDAY	B.A. II Group-1 Guest Faculty	BA II Sec A Mrs. Mamta Km.	B.A. II Group-2 Mrs. Mamta Km.	B.A. II Group-2 Mrs. Mamta Km.	B.A. II Sect. B Mrs. Mamta Km.	Minor Guest Faculty		
TUESDAY		BA II Sec A Mrs. Mamta Km.	B.A. II Group-2 Mrs. Mamta Km.	B.A. II Group-2 Mrs. Mamta Km.	B.A. II Sect. B Mrs. Mamta Km.	Minor Guest Faculty		
WEDNESDAY		BA II Sec A Mrs. Mamta Km.	B.A. II Group-3 Mrs. Mamta Km.	B.A. II Group-3 Mrs. Mamta Km.	B.A. II Sect. B Mrs. Mamta Km.	B.A. II Group-4 Mrs. Mamta Km. Minor	B.A. II Group-4 Mrs. Mamta Km.	
THURSDAY		BA II Sec A Mrs. Mamta Km.	B.A. II Group-3 Mrs. Mamta Km.	B.A. II Group-3 Mrs. Mamta Km.	B.A. II Sect. B Mrs. Mamta Km.	B.A. II Group-4 Mrs. Mamta Km. Minor	B.A. II Group-4 Mrs. Mamta Km.	
FRIDAY	B.A. II Group-1 Guest Faculty	B.A. II Group-1 Guest Faculty		Remedial/Tutorial Mrs. Mamta Km.	B.A. II Group-5 Mrs. Mamta Km.	B.A. II Group-5 Mrs. Mamta Km.		
SATURDAY	B.A. II Group-1 Guest Faculty	B.A. II Group-1 Guest Faculty		Remedial/Tutorial Mrs. Mamta Km.	B.A. II Group-5 Mrs. Mamta Km.	B.A. II Group-5 Mrs. Mamta Km.		



* Guest faculty - Ms. Chaya Malik

Department of Home Science B.A. III Time table 2022-2023

DAYS PERIODS	I	II	III	IV	V	VI	VII	VIII
MONDAY	9:00-10:00 B.A. III Group 1 Dr. Sonika Ch B.A. III Sec A Guest Faculty	10:00-11:00 B.A. III Group 1 Dr. Sonika Ch	11:00-12:00 B.A. III Sect. B Dr. Sonika Ch	12:00-01:00 B.A. III Group 2 Dr. Sonika Ch	01:00-02:00 B.A. III Group 2 Dr. Sonika Ch	02:00-03:00	03:00-04:00	04:00-05:00
TUESDAY	B.A. III Group 1 Dr. Sonika Ch B.A. III Sec A Guest Faculty	B.A. III Group 1 Dr. Sonika Ch		B.A. III Group 2 Dr. Sonika Ch	B.A. III Group 2 Dr. Sonika Ch			
WEDNESDAY	B.A. III Sec A Guest Faculty			B.A. III Group 3 Dr. Sonika Ch	B.A. III Group 3 Dr. Sonika Ch	Remedial: Internal Dr. Sonika Ch		
THURSDAY	B.A. III Sec A Guest Faculty			B.A. III Group 3 Dr. Sonika Ch	B.A. III Group 3 Dr. Sonika Ch	Remedial: Internal Dr. Sonika Ch		
FRIDAY				B.A. III Group 4 Dr. Sonika Ch	B.A. III Group 4 Dr. Sonika Ch	B.A. III Group 5 Dr. Sonika Ch	B.A. III Group 5 Dr. Sonika Ch	
SATURDAY				B.A. III Group 4 Dr. Sonika Ch	B.A. III Group 4 Dr. Sonika Ch	B.A. III Group 5 Dr. Sonika Ch	B.A. III Group 5 Dr. Sonika Ch	



* Guest faculty - Ms Chhaya Malik

DATE

Department of Home Science M.A 1st Semester Time table 2022-2023

DAYS/PERIODS	I 9:00-10:00	II 10:00-11:00	III 11:00-12:00	IV 12:00-01:00	V 01:00-02:00	VI 02:00-03:00	VII 03:00-04:00	VIII 04:00-05:00
MONDAY		Human Development Dr. Shweta	English Language(Th.) Ms. Himani	Computer Basics(Th.) Ms. Himani	Fabric Construction Practical Dr. Shweta			
TUESDAY		Human Development Dr. Shweta	English Language(Th.) Ms. Himani	Computer Basics(Th.) Ms. Himani				
WEDNESDAY		Human Development Dr. Shweta	English Language(Th.) Ms. Himani	Computer Basics(Th.) Ms. Himani	Fabric Construction(Th) Dr. Shweta			
THURSDAY		Human Development Dr. Shweta	English Language(Th.) Ms. Himani	Computer Basics(Th.) Ms. Himani	Fabric Construction(Th) Dr. Shweta			
FRIDAY		Human Development Dr. Shweta	English Language(Th.) Ms. Himani	Computer Basics(Th.) Ms. Himani	Fabric Construction(Th) Dr. Shweta			
SATURDAY			Computer Basics Practical Ms. Himani			Fabric Construction(Th) Dr. Shweta		



Department of Home Science M.A IIIrd Semester Time table 2022-2023

DAYS/PERIODS	I 9:00-10:00	II 10:00-11:00	III 11:00-12:00	IV 12:00-01:00	V 01:00-02:00	VI 02:00-03:00	VII 03:00-04:00	VIII 04:00-05:00
MONDAY	Therapeutic Nutrition (Th.) Ms. Himani	Rural Sociology (Th.) Ms. Himani	Apparel Design (Th.) Dr. Shweta	Traditional Textile (Th.) Dr. Shweta	UGC NET Ms. Himani Vishnoi			
TUESDAY	Therapeutic Nutrition (Th.) Ms. Himani	Rural Sociology (Th.) Ms. Himani	Apparel Design (Th.) Dr. Shweta	Traditional Textile (Th.) Dr. Shweta	UGC NET Ms. Himani Vishnoi			
WEDNESDAY	Therapeutic Nutrition Practical Ms. Himani		Apparel Design (Th.) Dr. Shweta	Traditional Textile (Th.) Dr. Shweta	Therapeutic Nutrition (Th.) Ms. Himani			
THURSDAY			Apparel Design (Th.) Dr. Shweta	Traditional Textile (Th.) Dr. Shweta	Therapeutic Nutrition (Th.) Ms. Himani	UGC NET Dr. Shweta		
FRIDAY	Therapeutic Nutrition (Th.) Ms. Himani	Rural Sociology (Th.) Ms. Himani	Apparel Design (Th.) Dr. Shweta	Traditional Textile (Th.) Dr. Shweta	Rural Sociology (Th.) Ms. Himani	UGC NET Dr. Shweta		
SATURDAY	Rural Sociology (Th.) Ms. Himani	Apparel Design and Construction Practical Dr. Shweta						



Month: May



Meeting Day - 05
Leave taken - NIL



No. Teacher's Name Class & Paper Code Topic

1. Dr. Neenu Kambaji B.A.T. Sem
AI30102.P

Course Departmental work College work

- Attended departmental meeting on 16.07.22
- Online students feedback form were sent
- Attended meeting with Principal on 16th July 22

~~Pranithi~~

Prof. PABUL SANKAR
DEAN OF ARTS
Regional Office, Post Graduate College
Muvattupuzha

2021

Month - July 22



Sl. No.	Teacher's Name	Sl. No. of Paper Code	Topic
2.	DR. SONJIKI CHOUHAN		

Working Days - 05
Leave taken -



Course	Departmental work	College work
	<ul style="list-style-type: none"> • Attended departmental meeting on 14th July '22 • Student's feedback form with the principal madam on first day of the new session • Assisted in preparation of data related to NMC 	<ul style="list-style-type: none"> • Assisted in preparation of files related to NMC • Assisted in preparation of college calendar

on 14th July '22

on first day of the new session

preparation of files related to NMC

preparation of college calendar

Dr. Sonjiki Chouhan
Head of Department
Department of Education
GGS Indraprastha College
University of Delhi

Sonjiki

Prof. Parul Singh
Dean of Arts
Rajawada Girls' Post Graduate College
Meerut

Parul

Month - July 2022



A.No. Teacher's Name: Mrs. Manoj Kumar

Class: B. Scpa Code: 1001

3. Mrs. Manoj Kumar B.A. III Sem.

AI30301T Introduction about syllabus

Advance Revision

Human deve. & Human deve.

B.A. III Sem. Introduction about syllabus

AI30302P Human deve.

Working Page - 05
Kannur - Nil



Council: Departmental Meet College Meet

* Formation of U.C. time-table

* Upgradation of the sites for peer team inspection 2022.

* Attended departmental meeting on 16/07/2022

* Student feedback form sent to students.

* Attended departmental meeting on 18 July 2022 (Distribution of U.C. time-table)

* Meeting with principal Maision regarding NAAC peer team visit on 16th July 2022.

11/07/2022
DEAN OF ARTS
KANNUR

Manoj K

Manoj K

Prof. PARUL SINGH
DEAN OF ARTS
KANNUR

PSM

Month - July



A.No. Teacher's Name Class & Paper Code Topic

Bachchan Singh / T. Tyagi / M.A. III Sem. / G-3031 (Th)

Apparel Design & Construction

Prac. G-731 / App. Design cont.

G-3033 (Th)

Traditional Textiles & Embroideries of India.

M.A. Ist Sem.

G-1032 Th.

Homein development

G-1033 Th.

Robur Construction

Prac G-531

Robur Construction

HEMANT JYALIA JODI DEPARTMENT

Working Days:- 05
Leave days:-



Course Departmental work College work

Pr. Time Table Revision.

Meeting with Pabwipal team

Organization Dept. Labs & Material for Prct Team visit
of decoration for NAAC
2022

Upgradation of the hall work for Prct team visit.

Departmental meeting on 16 July 2023 at the H Hall room.

Pr. Time Table discussion & distribution by the head of Dept. on 18.07.23

Students Feedback Form.

Prof. PARUL SINGH
DEAN OF ARTS
Regional Girls Post Graduate Coll
Meerut

Signature
Member

Month - July



Working Days - 05
Leave Taken - Nil



Name: Teacher's Name Class: 2nd Paper side Paper: 1st Paper

Course: MA Tth Sem Department: MA Tth Sem College: 2022

Mrs. HIRANI VISHNOI

M.A 11th Sem

G-3030 (Th.)
Therapeutic Nut.

G-730

Therapeutic Nut.
Practical

G-3032 (Th.)

General
Anisology

MA Tth Sem

G-1030 (Th.)
Computer Basics

G-530 (Pw)
Computer Basics

G-1031 (Th.)

English
Knitting and
Communication
skills.

P.g. time - table

formation.

Organizing food and
Nuisance tab

Meeting with
successful MAAC
regarding MAAC
run Team work
on 14th July '2022

upgradation of the
file for the same
inspection.

Departmental meeting
on 16.07.2022

P.g. time - table
revision & distribution
via departmental meeting
on 18.07.2022.

Student feedback form

HONGIR JUSAR JOTI
STVA FO VARDI
1001 1111 D

Handwritten signature

Handwritten signature

Prof. PARUL SINGH
DEAN OF ARTS
Regional Girls' Post Graduate College
Meerut

Handwritten initials

Month - August '22



Working Days - 24
Kansu Satin - 1 DL, 3 CCL, 1 EL



Date: Teacher's Name: Class: In-charge: Topic:

Dr. Renu Kamboj

BA 1st Sem
AI30102 P

Course:

Departmental Exam

College name:

Practical exam of U/G III - Independence Semesters on 3 & 6th August 22 day celebration

Departmental meeting on 04.08.22

Departmental meeting for distribution of work sheets to NAC Peer team visit on 23.08.22

Proposed self Appraisal form of all students 22-23

DEVI PARUL SINGH
219A/09
of Arts

R. Kamboj

Prof. PARTI SINGH
DEAN OF ARTS
Kansu Satin Post Graduate College
Meerut

PS

A.No Teacher's Name Class & Page No. Topic

2. Dr. Senika Chandrasekhar B.A. III (A & B)

- Anticipation to Nutrition
- Protein
- Anticipation to Carbohydrates
- Classification of Carbohydrates

Lesson Departmental work. Self-study work.

Assisted in practical exam of UG 1st semester on 03.08.2022 & 06.08.2022 on 15th August's

Assisted in practical exam of UG 1st semester on 03.08.2022 & 06.08.2022 on 15th August's

Assisted in practical exam of UG 1st semester on 03.08.2022 & 06.08.2022 on 15th August's

Assisted in practical exam of UG 1st semester on 03.08.2022 & 06.08.2022 on 15th August's

Assisted in practical exam of UG 1st semester on 03.08.2022 & 06.08.2022 on 15th August's

Assisted in practical exam of UG 1st semester on 03.08.2022 & 06.08.2022 on 15th August's

Assisted in practical exam of UG 1st semester on 03.08.2022 & 06.08.2022 on 15th August's

Assisted in practical exam of UG 1st semester on 03.08.2022 & 06.08.2022 on 15th August's

HONG JIANG JONG
DEAN OF ARTS
Bapuanah College, Post Graduate College
Muzaffar

Prof. PARUL SINGH
DEAN OF ARTS
Bapuanah College, Post Graduate College
Muzaffar

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Handwritten signature

Month: - August



Setting Days: - 24
Exam Satrs: - 2 (CCL)



Sl. No.	Teacher's Name	Class & Paper Code	Topic	Course	Departmental work	College work
3.	Mrs Manita Kumari	B.A. III Sem. Section 'A'+ 'B' A130301T	* Meal Planning Definition, Factor affecting Planning Diet Importance	* U.C. III Sem. Started. Assisted in stage setting, selfie and expert ment on the occasion of India independence day 15th Aug 2022.	* U.C. III Sem. Started. Assisted in stage setting, selfie and expert ment on the occasion of India independence day 15th Aug 2022.	* Assisted in stage setting, selfie and expert ment on the occasion of India independence day 15th Aug 2022.
		B.A. III Sem. Group-2				
		Group-3				
		Group-4				
		Group-5				
		A130302P				
			* Preparation of Album on milestones of child	* Prepared as a member in Amrit Mahotsav.	* Organised poster competition on 10th Aug 2022.	* Judge in Rangoli making competition organised by Chemistry dept.
			* Preparation of Child literature	* Worked as a member in departmental organising Pu. K. Pad. K. Pad. occasion of 1st Aug-22 on the occasion of 75th India independence day.	* Departmental meeting on 10/08/2022 and 23/08/2022.	* Meeting with Principal & ITRAC regarding NAAC peer team visit on 18 Aug 22.
				* Assisted in U.C. II Sem. practical on 3/08/2022 and 6/8/2022.	* Completion of self-appraisal form for 2021-2022 session.	* Presentd Departmental Pts in front of Principal & ITRAC.
				* Assisted in U.C. II Sem. practical on 3/08/2022 and 6/8/2022.	* Finalising the files for NAAC peer team visit.	
				* Assisted in U.C. II Sem. practical on 3/08/2022 and 6/8/2022.	* Documentatation of College of Principal & ITRAC.	
				* Assisted in U.C. II Sem. practical on 3/08/2022 and 6/8/2022.	* Prepared departmental calendar (2022-2023)	
				* Assisted in U.C. II Sem. practical on 3/08/2022 and 6/8/2022.	* Prepared departmental calendar (2022-2023)	
				* Assisted in U.C. II Sem. practical on 3/08/2022 and 6/8/2022.	* Prepared Departmental files for NAAC visit.	

हस्ताक्षर
दिनांक: 20/08/2022

मास: 19

प्रमाणित

Prof. PARUL SINGH
DEAN OF ARTS
Regional Centre for Graduate College
Meerut

Month - August



Working Days :- 24
Leave taken - 02 DL



Dr. Shweta Tyagi
M.A. III Sem.
G-3033 Tu.
P.G. class III Sem.
Topic -

General
Departmental Meet
College Meet

Start the M.A. III sem
Practical Exam
Meeting 18/8/22

→ Introduction
Embroidery

to traditional
of India.

Meeting 19/8/22

→ History of
Embroidery

Traditional
of India
RE - Following the
Department Pilsan
Rangoli

Meeting 20/8/22

→ Famous sites
of India

organize the NUKKAD
NATAC on 10th Aug.
On the occasion of
15th Aug. Independence
Day 'Azadi Ka Amrit
Mahotsav.

Meeting 21/8/22

G-3031 Th.
Topic -

Practical
G-731

→ Selection of
scope & type
structural &
decorative

Members organizing the
Poster making competition
on 10th Aug. 2022.

→ Package
of various -
design, season
occupation
etc.

Members organizing the
Poster making competition
on 10th Aug. 2022.

Prof. Parul Singh
Dean of Arts

Practical -

→ Handling of
Machine

Deptt. meeting 23.08.22 for
NMC work distribution
& discussion Deptt.
Calendar

Prof. Parul Singh
Dean of Arts
Regional Guide Post Graduate College
Meerut

→ Techniques

of sewing
• completion of self-App
from Jan. 2021-22 session

Signature
Number

Month: - August



Working Days: - 24
Leave: - 01 (CL)



A.No Teacher's Name: Chae & Papa Cole Topic: Taper

Course: Departmental work Category: work

M.A. IIIrd Sem. Pq. class I

Departmental work. Pq. class on 15 Aug 2022

G- 2050 (TH)
G- 730 (Pa)

• Pq. class I
• Pq. class II
• Pq. class III
• Pq. class IV

14.08.2022

• Pq. class I
• Pq. class II
• Pq. class III
• Pq. class IV

→ Pq. class I
→ Pq. class II
→ Pq. class III
→ Pq. class IV

Practical

→ Introduction
→ Diet

→ Soft Diet
→ Hard Diet

→ Definition
→ Diet

G- 3032 (TH)

→ Definition
→ Diet

→ Soft Diet
→ Hard Diet

(ILB) work

and supervision
education

• Departmental Meeting on 23.08.2022 for NMC work related to the departmental work

• Departmental Meeting on 04.08.2022 for NMC work related to the departmental work

• Co-organiser in Pq. class on 10th August 2022

• Member in Organising NMC National on the occasion of 45th Independence Day

• Member in Organising Day 'Azadi Ka Amrit Mahotsav'

• Member in Organising Pq. class on 15.08.2022

HONBLE. JUDGE TONY
DR. A. K. SINGH
Dean, Post Graduate College
Muzaffarpur

Prof. PARUL SINGH
DEAN OF ARTS
Post Graduate College
Muzaffarpur

Signature

Signature

Month: - September



Working Days - 26
Leave Days - 4



A.No. Teacher's Name Class & Page Date Topic

1. Dr. Resmi Kambhoj

BA Ist Sem
AI30102 P

Course

Departmental work

College work

• Departmental meeting on 03.09.22 discharge of
regarding National Nutrition
week celebration
Refreshment
Committee

• National Nutrition week
celebration in the department
from 1st to 7th September
19th September

• Peer team
Meeting with
Principal on 22.09.22 regarding
peer team feedback

• Meeting with
Principal & IQAC
Members on 14th Sep 22

• Refreshment
Committee meeting
on 13th - 14th Sep 22
for peer team
visit

• 15.09.22 meeting
with IQAC members
regarding visitors
wise NRI inspectors

HOJIA JUDAN JOTI
DEVA OE VKL2
विद्यया ऽ मृतमश्नुते

Resmi

Prof. PARUL SINGH
DEAN OF ARTS
Rajgurunath Girls' Post Graduate College
Muzrai

PS



Working Days - 26
 Leaves taken - 1 DL 2 1
 Correspondence

A.No	Teacher's Name	Class & Paper Code	Topic
Dr. Sanika Choudhary	B.A. III (A & B)	A-317	Topic
			<ul style="list-style-type: none"> • Functions of • Digestion of • Absorption • Deficiency & Carbohydrates • Requirements • Facts Unproven • Introduction of Vitamins • Water Soluble Vitamins • Fat Soluble Vitamins
			<p>General</p> <ul style="list-style-type: none"> • National nutrition week celebrated in the department from 1st to 7th September, 2022. • Teacher's day celebration on 5th September/2022. • Attended Departmental meeting on 03.09.2022 regarding nutrition
			<p>Departmental visit</p> <ul style="list-style-type: none"> • Represented college in C.C.I.V as Innovation Club Convenor on 27.08.2022 in the interactive prog with experts in SSC
			<p>College work</p> <ul style="list-style-type: none"> • Represented college in C.C.I.V as Innovation Club Convenor on 27.08.2022 in the interactive prog with experts in SSC

Prof. PARUL SINGH
 DEAN OF ARTS
 Rajwade's Girls' Post Graduate College
 Mumbai

Parul Singh

Sanika

A.No. Structure Name Class / Paper Code Topic

Course Departmental work College work

Mrs. Manjra Kumari

B.A. III Sem. * Recommended Section A+B
A130301T

* Allowance
+ Nutrition
Infancy - requirement
Diet plan
+ Nutrition
childhood
requirement,
Diet plan
+ Nutrition
Adolescence
Nutritional requirement
PDA & Diet plan

* Departmental meeting on * Part of Refreshment
03/09/2022 for NAC celebration comm. till 26 for
+ National Nutrition week - peer team visit
during - Nutrition 2022 celebrated from 01/09/22 at college level.
RDA, & sept '22.
* Teacher's day celebration Aunty & ISAAC
by students on 04th sept '22 member on 14th &
* worked as co-organiser on 15th Sept. '22
poster making competition regarding NAC.
on 08th sept '22.
* NAC visit to

* Organised online quiz college on 18th
Adult hood competition on 04th Sept '22. and 19th Sept '22.
* worked as co-organiser * Presented Depart-
in Beverage and demonstration mental PPTs at
of spices on 07th Sept '22. college level.
* Departmental meeting

B.A. III Sem.
A130302P

Group-2
Group-3
Group-4
Group-5

* Preparation of
questionnaire related on 12th sept 13th sept '22
to physical development regarding refreshment
+ social development for NAC peer team visit.
* Emotional development * updated departmental
* Cognitive development PPTs regarding NAC.
* Language development

Month: - September

Working Days - 26
 Leave taken - 02 DL

A.No. Shakti Tiwari Class & Semester III Sem. III Sem Topic Practical - Sewing Techniques Covered Departmental work College work Practical Exam

Dr. Shakti Tiwari

Practical - Sewing Techniques

Practical - Sewing Techniques

Practical - Sewing Techniques

Principles of Design

Elements of art with reference to color theory

Principles of design as applied to apparel design

Practical - Sewing Techniques

Sewing Techniques - Basic Sewing

Basic Sewing Techniques, Flat

Basic Sewing Techniques, Flat

Basic Sewing Techniques, Flat

Basic Sewing Techniques, Flat

Basic Sewing Techniques, Flat

- Departmental work of Department completed. Work on II sem.
- Teachers Day celebration. Make a list of with principal/parents by students of Prof. the Home Sci. V & VI. P. & S. W.D. by valley on 14.09/22.
- Meeting with faculty
- National Nutrition week was celebrated. 2022. Celebrated from 1st to 7th at 9 PM Regent on 1st sept. weekend.
- Work done by Refers to NMR Extension of a number of Refers to NMR Extension of committee for NMR Extension. Christmas season at the Departmental level. Room on 15/9/22
- Conduct the NMR. Part of Refers to Sew. Practical Exam. Committee for Peer Team work at college level.
- Discussion with HOD.
- Mean regarding Extension. Peer Team visit on Oct. 1st to 2nd. Peer Team visit on 26/09/22.
- Date of NMR Meeting with Practical Exam. with Principal team. Peer Team work with all staff regarding Peer Team.

Prof. Parul Singh

Prof. Parul Singh
 DEAN OF ARTS
 Department of Post Graduate College
 Meerut

HOD of Arts

Dr. Jyoti

Dr. Jyoti

Dr. Jyoti

Dr. Jyoti

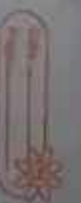
Dr. Jyoti

Dr. Jyoti

Month: - September



Working Days - 26
Leave taken - Nil



Sl. No.	Staff/Staff Member	Class & Paper Code	Topic
	Ms. SHYAMLI VISHNUI	M.A. III rd Sem G-3032 (TE)	→ Paper → Dravida → Sufism
		G-73D	Practical → Landmark → Paper idea → Dravida
		G-3032 (TE)	→ Rural Kadavulap. → Castism → Rural Reconstruction

Shyamli

Prakash

Course	Departmental work	College work
Arts	<ul style="list-style-type: none"> National Exhibition on Dravida - Part of Placement Collaborated format at 05/09/2022 Organized online facts Making Competition on 05/09/2022 10-organizer in school for team visit Quiz Competition on 05/09/2022 Organized in Evening Making Competition on 07/09/2022 Part of Departmental Committee for NAAC for team at Departmental level. M.A. IIIrd Sem External Practical on 28th & 29th Sept 2022 Departmental Meeting on 01/09/2022 for NAAC celebration for team visit Teacher's Day celebration Day the students are 05/09/2022 Assisted in U4 IInd Sem visit to Jendurthi village on 05/09/2022 	<ul style="list-style-type: none"> Part of Placement Collaborated format at 05/09/2022 Organized in Evening Making Competition on 07/09/2022 Meeting with principal Mahan on 28/09/2022 regarding for team credit Meeting with Principal & TAC Member on 14/09/2022 Department Committee Meeting on 12-15/09/2022 for team visit 15-09-2022 meeting with TAC members regarding activities for NAAC inspection

PM

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DEAN OF ARTS
Rajawade College, Durgam Cheruvu, Hyderabad
Mysore

Month - October '22



A.No. Teachers Name. Paper Code & Class. Topic.

1. Dr. Karam Kumbay

B A IET Room
A1301022P
(Practical)
Grp-1,2,3,4,5

- Unit I-1 :- 2
- Basic Cooks
- Weighing of material
- Preparing of food items
- Cooking

Course

Departmental work

College work

• Different types of breads

• Departmental meeting regarding exam-skill you loosem exhibition on 14.10.22

• Grandhi Sweets celebration on 2nd October 2022

• Guiding in conducting exhibition on 20 & 21st October '22

Working Days - 14
Karam Paper - 1cell



ИДЖИЗ ЛУСНАГ ЛОУЭ

DEAN OF ARTS

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PROF. PARUL SINGH
DEAN OF ARTS

Handwritten initials

Department of Post Graduate Studies
Muzaffarpur College

Month: - October



Roll No: Shashis Nave Class: B.Apa Calc Topic: _____

2. Dr. Senika Chaudhary B.A III (A & B) - Metals (Appl A-317)

- Minerals sketched

- Major elements

- Minerals sketched

- Iron

- Copper

Working Days - 14
Leave Days - 1 Compensatory



Course: _____ Department: _____ College: _____

Completed: _____ Departmental Meet: _____ Ganesh Jayanti

Chapter: _____ Regarding Exam: _____ Celebrations on

14.10.22


2nd October 2022

ents completed. Assisted in conducting

Exhibition on 30 & 31st

completed

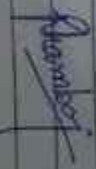
completed


Prof. PARUL SINGH
DEAN OF ARTS
Bajajwada Girls' Post Graduate College
Meerut

HONGKONG UNIVERSITY
DEPT. OF VITEC







Month: - October



Working Day - 14
Kansu Vahan - 10/2



A.No	Teacher's Name	Class & Paper Code	Topic	Course	Departmental work	College work
3.	Mrs Mantra Kuman	B.A. III Sem. Section 'A' Set, 'B' A130301T	* Nutrition during age - Nutrition requirements RDA	Old diet plan	* Departmental meeting regarding exhibition on Gandhi Jayanti cum sale on 14/10/2022.	celebrated on Gandhi Jayanti

* Nutrition during age - Nutrition requirements RDA

* Nutrition preparation & perfection plan

* Middle childhood - Develop. characteristics under the programme mental task, Physical, Social, Emotional, Motor, Cognitive, Language development

during and RDA, Diet

* Clases to be continued

* Exhibition cum sale on 14/10/2022

* Departmental meeting regarding exhibition on Gandhi Jayanti cum sale on 14/10/2022.

B.A. III Sem * Preparation of questionnaire related to child rearing practices in family from different social classes

* Upper Socio-Economic Cl.

* Middle Class

* Lower Class

A130302P

Dr. Jyoti Joshi
DEAN OF ARTS
Pondicherry University

Prof. PARUL SINGH
DEAN OF ARTS
Kansu Vahan Post Graduate College
Mehar

Signature

Subject

Number

Month: - October



Working Day - 14
Leave taken - 01 c/c



Name: Shekha Manu. Class & Paper Code: Topic:

Dr Sharda Tyagi M.A. III Sem A-3033 Tr.

Topic - Factors

→ Factors

Persistence

- Innovation

decline or

→ Cause of the

Revolutions

occasionally

Practical - A-731 → Purpose -

of weekly

→ Making

Adult Business

block

M.A. III Sem.

A-3033

→ Lecture

Kasturba

→ Introduction

of Industries

of India

Covered Departmental work

College work

College work

celebrated on 10/10/22

Meeting of staff

club committee

at the Secretary

Deptt. on 10/10/22

Hostel Revival

Competition

at the

Hostel

on 12/10/22

Investigation of

Enhance Exam

Duty of 19/09/22

1.10/19. on 16/10/22

Conference of

Staff of Smti

at staff room

on 10/10/22

Practical Exam

Meeting with faculty

Main of the P. 011

on 19/10/22

M.A. Administration

work - 19/10/22

НОМИНАЦИЯ
ДЕВИАЦИОН
2022

Sharda

Manu

Prof. PARUL SINGH
DEAN OF ARTS
Rajawade Girls' Post Graduate College
Meerut

PM

Month - October



Topic: Teacher's Name: Class & Page Code

Mr. Himanshu VISHNOI

M.A. IIIrd Sem

- 4-3030 (IT)

- Hypertension
- Diabetes
- Coronary Disease
- Diabetes
- Hypertension

4-630 (P)

- Rural
- Characteristic
- Organization
- Rural - Contract

4-3032 (IT)

DEAN OF ARTS
REGIMENTAL GIRLS' POST GRADUATE COLLEGE
MERCUT

[Signature]

[Signature]

Working Days - 14
Know Saten - 01 (CL)



College Code: Departmental work

- Departmental Meeting regarding Exhibition cum Sale on 19.10.2022
- Exhibition cum sale on 20th & 21st Oct 2022
- Viscera to be continued.
- Under the program "Kamavetha Yojna Karna"

Autony

Community

Work

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DEAN OF ARTS
Regimental Girls' Post Graduate College
MERCUT

[Signature]

Month: - October



Working Days - 14
Leave - Nil



Name: Shashini Nandan Class & Page Code Topic

Course: Departmental work College work

Ms. Shriya Malik

B.A Ist Sem [A & B]
Code: A130101T
Theory

Unit I completed
Unit II started
Digestive system
digestion
completed

B.A IInd Sem [A]
Theory
Code: A-31T

Minerals Workshop
Major Minerals
Minor Minerals
Copper, Zinc
Exhibition cum sale
to started under the program
completed "Etern with you Team"
on 20th & 21st Oct 2022.

B.A Ist Sem
Minerals
Unit I -
Unit II -

Completed
started

B.A IIIrd Sem Ist P
Practical
Code: A130302P

Unit I - Post
Developmental
of Children
- A started
Milestones

REGD. TO M.A.B.G.
21ST TO M.A.B.G.
REGD. TO M.A.B.G.
21ST TO M.A.B.G.

Prof. Parul Singh
DEAN OF ARTS
Regina's Girls' Post Graduate College

20/11

Shriya Malik

Shriya Malik

Month - November



Working Days - 24
Leave/s taken - 7 DL, 1 CL



S.No. Teacher's Name. Class & Paper Code Topic

1. Dr. K. Suman Kambhraj B.A. I & II Sem
A130102P
(Practical)
Ch-1, 2, 3, 4, 5

Unit Test & Eval-
Preparing of dif-
ferent style items before

Unit - III
Different style
fruits and

Course Departmental work College work

started
of cutting
vegetables
cooking
building program of
Pickle

Departmental meeting on
11.11.22 regarding capacity
building program of
Pickle
Guided in organizing
Guest Lecture by Mrs
Manakshi on 19.11.22

Departmental Meeting on
17.11.22 regarding Master-
class at college Auditorium
Mentee meeting

Attended one day
workshop on
Quality enhancement
of HEI as per NAR
Guideline held on
1st Nov. 2022

Attended one day
Symposium on
femal foeticide

HOWITA JUSBIAT JOTR
DEAN OF ARTS
Rajawade Girls' Post Graduate College
Mumbai

November

Prof. PARUL SINGH
DEAN OF ARTS
Rajawade Girls' Post Graduate College
Mumbai

PM

Sl. No. Teacher's Name Class / Paper Code Topic

1 Dr. Sonika Chawdhary B.A. III (B) - Mines element
A - 317 Completed via
Team, Selenia
Cobalt (

- Food storage
done (Unit III)

B.A. III
P-917

G-1, 2, 3, 4, 5 - Evening snack
- Veg. Vegetable
- Nohof Recipe
- Rice Recipe

Course Departmental work College work

Departmental meeting on 11.11.2022 regarding capacity building program of Piddilite.

Assisted in organizing guest lecture by Mrs. Minakshi on 19.11.2022

Attended departmental meeting on 17.11.2022 regarding master-mentor meeting.

Attended IERC meeting with the principal for the session 2022-23 on 9th November.

Attended library committee meeting on 30.11.22

11/01/23 11/30/23
23/11/23 30/11/23
11/11/23 30/11/23

Prof. Parul Singh
DEAN OF ARTS
Rajawadeh Girls' Post Graduate College

November

Parul

Month: - October



Working Day - 14
Kans Vafin - 11L



A.No. Graduation Name Class & Page Code Topic

3. MRS. Manjira Kumari

D.A. III Sem. Section 'A' Sect. 'B' A130301T

* Nutrition

pregnancy lactation plan

* Middle child mental track, Physical, Social, Motor, Cognitive, Language development

Course

Departmental work

College work

Old and new diet plan

* Departmental meeting regarding exhibition on 14/10/2022.

- Celebrated on Gandhi Jayanti

during RDA, Diet

* Classes to be continued

* Exhibition cum sale on 20th & 21st Oct 22

- Develop. under the programme "Gears while you learn"

D.A. III Sem * Preparation of questionnaire related to

Group-2

Group-3

Group-4

Group-5

practices in family from different classes

* Upper Sect Economic I.
* Middle Class
* Lower Class

A130302P

DR. JUBIN JAIN

DR. VIKAS

DR. ANAND

SM

Prof. PARUL SINGH

DEAN OF ARTS

Regional Girls' Post Graduate College

August

September

Month: - October



Topic: Practical - G-3033

Dr. Shweta Tripathy
19.10.22
G-3033, Tu.

→ Pastoral

Pastoral

- Innovation

decline in

→ Cause of H

Renovatory

occasionally

Practical - G-3033 → Purpose of weekly

→ Making

Account of

black

19.10.22 Sem. I
G-3033

→ Reaching

Realism

→ Introduction

of Study

HON'BLE JUDGE, JUDGE
244A-30 MARI
APRIL 2022

Working Day - 14
Kanshik Jain - 01 cc



Departmental work

College work

Improving
Pastoral cycle
wise past
Pastoral

Meeting of staff
clubs committee
at the society
Sept. On 10/10/22

Unheard voices
and reaching
to Pastoral

Hostel movement
competition
Judge at the
hostel committee
on 12/10/22

All types
of colleges
Analysis of
challenges

Investigation of
Euthanasia team
Duty of 19.01-2
1.10.19. on 16/10/19

Call of students of
19.10.22

Conductance of
Dinner of staff
on 14/10/22

Prof. PABU SINGH
DEAN OF ARTS
Hajipur Girls Post Graduate College
Muzaffar

Proctorial Comm.
Meeting with Prof
Naina at the P. off
on 19/10/22

Signature

Signature

19.10.22
19/10/22



A. No. Teaching Absent Class & Page Code Page

Ms. SUMAN VISHNOI

M.A. IIIrd Sem

- 9-3050 (TK)

- Hypertension
- Diabetes

- Coronary Disease

9-750 (Ba)

- Diabetes
- Hypertension

9-3052 (TK)

- Eczema
- Characteristic
- Eczema - Contact

Courses

Departmental work

College work

- Departmental Meeting regarding Exhibition on cell on 11.10.2022

- Gender Inequality

- Message to be continued.

Assessing

- Exhibition on role of 20th & 21st Oct 2022 under the program "Essential topics from"

Community

Uttam

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Rajawadeh College Post Graduate College
Meerut

[Handwritten signature]

[Handwritten signature]

Prof. PARUL SINGH
DEAN OF ARTS
Rajawadeh College Post Graduate College
Meerut

[Handwritten initials]

Month:- October

Name: Teaching Name Class & Paper Code Topic

Mr. Chhaya Malik

B.A I & II Sem [A & B]
Code: A130101T
Theory
Unit I completed
Unit II started
Digestive System
System

B.A IIIrd [A]
Theory
Code: A-31T
Minerals Chap
Major Minerals
Minor Minerals
Copper, Zinc

B.A I & II Sem
Unit I -
Unit II -

B.A IIIrd Sem
Practical
Code: A130302P
Unit I - Post
Developmental
of Children

Courses Departmental Work College Work

Departmental meeting regarding Exhibition cum
Frisquitory sale on 14.10.22
completed

Exhibition cum sale
to started under the program
completed "Term while you learn"
started on 20th 21st Oct 2022.

Completed
started

A started
Milestones

DR. JUSRAJ JOSHI
DEAN OF ARTS
Rajawade Girls' Post Grad. Collge
Mumbai

Chhaya Malik

Mumbai

DR. P. PARUL SINGH
DEAN OF ARTS
Rajawade Girls' Post Grad. Collge
Mumbai

Working Days - 14
Classes Taken - NIL

DR. P. PARUL SINGH
DEAN OF ARTS
Rajawade Girls' Post Grad. Collge
Mumbai

Month - November



Working Day - 24
Leave & sabb - 7 DL, 1 CL



Name: Shakti's Name. Class: B.A. 1st Sem. Dept: Agri

Course: Departmental work.

College work

1. Dr. Kewal Kamboj B.A. 1st Sem
A130102 P
(Practical)
Grp-1, 2, 3, 4, 5

Unit Test Leaf
Preparation of different items refer

Unit - III
Different style of fruits and

Unit - III
started
of cutting
Vegetables
Departmental meeting on 11.11.22 regarding Capacity building program of Pallette

Guided in organizing guest lecture by Mrs. Manakshi on 19.11.22

Departmental Meeting on 11.11.22 regarding Minister- Mendeer marketing.

Attended one day workshop on Quality assurance of HEI as per NAC. Concludeive held on 1st Nov 2022.

Attended one day symposium on formal pesticide at College Auditorium on

Prof. FARUJ SINGH
DEAN OF ARTS
Rajawade Girls' Post Graduate College
Muzbil

Signature

Prof. FARUJ SINGH
DEAN OF ARTS
Rajawade Girls' Post Graduate College
Muzbil

Month - November



Working Days - 24
Holidays - 4 D.L.T
2 C.E.L



Ans: Teacher's Name Class / Paper Code Topic

1. Dr. Sonika Chawhary B.A-III (B) A-317

- Minor element completed viz Iron, Selenium Cobalt

- Food groups done (Unit III)

B.A-III - Morning snack

P-917 - Evening snack

G-1, 2, 3, 4, 5 - Veg vegetable

- whole recipe

- Rice Recipe

covered Departmental work College work

Departmental meeting on 11.11.2022 regarding capacity building program of Piddhite.

assisted in organising guest lecture by Mrs. Minarsini on 19.11.2022

attended departmental meeting on 17.11.2022 regarding meeting - meetee meeting.

Assisted in organising 'one day workshop on Quality Enhancement of HEI as per norms of HEI guidelines' on 1st November '2022

collected criteria 2 of ASAT from the 6 departments and office.

Attended library committee meeting on 30.11.22

डॉ. पारुल सिंघ
DEAN OF ARTS
राजस्थान गर्ल्स' पोस्ट ग्रेजुएट कॉलेज

Signature

PSM
Prof. PARUL SINGH
DEAN OF ARTS
Rajasthan Girls' Post Graduate College

Signature



Working Days - 29
 Kano taken - 1 DL + 1 CE + 2 CE

Sl. No. Teacher's Name Class / Paper Code Paper

Course Departmental work College work

3. Mrs. Manjita Kumari

B.A. III Sem. * Puberty and Section 'A' * Developmental Sect. 'B' * Characteristics A130301T * Physical & hormonal * Self & Identity * Factor affecting personal & family and ship

Adolescence - Departmental meeting on 11/11/2022 for AQAR (2021-2022)

Attended one day workshop on quality enhancement of UGAs per PVAAC guideline held on 1st Nov. 22

* Pregnancy & Adolescent drug & Alcohol abuse. STDs, HIV/AIDS, Teenage pregnancy

Physiological changes
 Identity series workshop for 7 days on 12/11/2022.

Assisted in guest lecture by Mrs. Menakshi Singh on female foeticide at college auditorium

* Adolescent problems - pregnancy, cognitive, language, moral and creativity

Departmental meeting regarding capacity building programme II Pkildite meeting with Principal regarding M.A. admission.

Assisted in preparation and submission of AQAR (2021-22) renewal of A.A. NEP II Sem.

B.A. III Sem. * To develop interview schedule of adolescent's life style, behavior & problems

Group-2
 Group-3
 Group-4
 Group-5
 A130302P

HOJIMA JUBAY JAIN
 DEAN OF ARTS
 DEPARTMENT OF ARTS
 MAHARAJA GURU DEV PRASAD UNIVERSITY

MAHARAJA GURU DEV PRASAD UNIVERSITY
 MAHARAJA GURU DEV PRASAD UNIVERSITY

Prof. PARUL SINGH
 DEAN OF ARTS
 Maharaja Gurus Post Graduate College
 Meerut



Date: _____
Class: B.Pharm Calc. Topic: _____

Course: _____ Organizational Chart: _____ College: _____

Mr. Himani Vishnoi

M.A. IIIrd Sem
4-3030 (Th.)

Subculture
Eggshead
Kidney
(Acute &
Endemic)

Disease
Chronic
Eggshead
Kidney

- Department Meeting on 11-11-2021 for AAR (2021-22) submission
- Meeting regarding Capacity Building for IInd Phase workshop for 3 days on 12-11-2021.

Attended the day workshop on Quality Enhancement of HED in PHC facilities held on 1st Nov 22

4-730 (Pa.)

Diet Planning
I.R.,
and
Disease

Eggshead
Kidney

- Associated with first lecture by the Member, Social Science Abhyas Co-ordinator on 18-11-2021

Attended one day workshop on day health facility or village audit/revision

4-3032 (Th.)

- Formative
- Structural
- Rural, Urban

- Dissemination
- Attended Departmental Diffuser Meeting on 17-11-2021 regarding 2 Virtual Self Appraisal forms (2021-22) & Member-Student Meeting to be taken

H.A. Ist Sem

4-1030
Computer Basics

- Computer - Characteristics
- Input &

- Definition
- Characteristics
- Associated with the submission of AAR (2021-22) Report.

4-530 (Pa.)

- Opening & of Computer, Substructure
- Out copy &

- M.A.Ist Sem release related M.S word from 21st November.
- 1st Internal Exam of H.A.IInd Sem related from 23rd Nov
- Completed till 29th November.

4-1031

Diet I
Noun.

English Language
and Communication
Skill

PSN

Month - November



Working Days - 24
Kas's safen - NIL



Teacher's Name Class Paper Code Topic

Covered Department work College work

Mr. Abhaya Malik BA Test and AB7 Unit-II Completed

Code- A130101T Unit-III and Unit-IV

Completed for AOR (2021-2022) submission workshop on Quality enhancement

BA Third [A] Theory • Minerals chapter

Code - A 317 • Food groups

Completed Diapers • Assisted in planning of symposium on guest lecture by Mrs. Manish Jena at college

BA Test (Minor) • Unit III - Unit IV -

Completed • Assisted in planning of AOR (2021-2022) Report

BA Test (Minor) • Unit I -

Completed • Assisted in the submission of AOR (2021-2022) Report

BA Test (Major) - 1 • Unit I Part A

Practical • Part B

Code - A130302P • Child Literatures

Completed
Completed

SP

Prof. PARUL SINGH

DEAN OF ARTS

Rajdham Girdi' Post Graduate College

Mettur

HON'BLE JUDGE 10th

27/11/2022

Chaitanya

Manish



A.No. Teacher's Name Class / Paper Code Topic

1. Dr. Renu Kamboj

B.A 1st Sem Unit IIIrd
 ALBO102P
 (Practical) Unit IIIrd
 Gp- 1,2,3,4,5 Preparation of
 dishes using
 methods of
 food preservation

Completed
 started
 various
 different
 looking out
 various

Completed Departmental work. College work

Departmental meeting regarding
 lectures practical exam of
 (21-22) on 16.12.2022
 • Attended National
 level conference
 by B. Ed for 2 days
 on 21/12/22, 22/12/22

Departmental meeting
 regarding committee
 formation of the present
 session on 15.12.2022

• Mentor - Mentor meeting

• B.A Tilt over examination
 on 19.12.2022

~~Rhombus~~

~~PM~~



A. No. Teaching Name Page Date & Time Topic

2. Dr Sonika Choudhary B.A.III (B) Unit IV: Methods of cooking A- 317

Unit V: Food Adulteration

Food Poisoning

B.A.III
P- 917
G-1,2,3,4,5

Unit III -

Recipes related to - Breakfast
- Lunch
- Evening Tea
- Dinner.

Unit IV -
Table setting,
sewing and
napkin folding

Course Departmental work College work

Completed. attended departmental meeting regarding letters exam practical. (21-22) on 16.12.2022

Completed. Committee formation of the present session done on 15.12.2022

Completed. B.A left over examination on 15.12.2022

Completed. Mentor- mentee meeting done on 15.12.2022

Completed. Remedial classes done for slow learners.



S.No	Teacher's Name	Paper Code & Class	Topic Covered	Departmental work	College work
3	Mrs. Manjita Kumari	B.A. III Sem. Sect. 'A' Sect. 'B' A130301T	Adulthood * Concept - * Developmental tasks * Physical & - cap changes Young adults and adulthood * Educational adjustment * Occupational adjustment * Marital & responsibility * Course completed * Revision	<ul style="list-style-type: none"> Attended departmental meeting regarding B.A. 1st year practical exam. on 16/12/2022. Committee formation (2022-23) on 3/12/2022. B.A. Leftover exam. - Mentor-mentee meeting on 19/12/2022. Mentor-mentee meeting done on 22/12/2022. Remedial & tutorial classes done for slow learner. Organised educational visit in Aganwadi centre on 14th Dec. 	<ul style="list-style-type: none"> Mentor-mentee meeting with Incharge of AAR report on 3/12/2022. Mentor-mentee meeting on 06/12/2022. Work done which is assigned by Incharge of mentor-mentee on 14th Dec. Attended meeting with Principal & IAC coordinator on 19 Dec '22. Attended 750 days National level seminar on 21st & 22nd Dec '2022.
		B.A. III sem. * Visit to centre	To carry out case studies he know more about the different life stages eg. school adolescents adults.		

HON'BLE JUDGE JUDGE
JUDGE TO NABED
JUDGE

March 19

Number

PM

Month - December

Dr Teacher's Name Class & Paper cat Topic

Dr. Sharda Tyagi N.A. III Sem Course Comp. Solved

N.A. III Sem

Practical & Theory Course Completed

N.A. III Sem

G-3033 Course Completed

N.A. 3rd Sem. Topic -

G-1032

Th. - Unit - II + III

→ Faculty Retirees of Middle Retirement.

N.A. 1st Sem. Unit - II + III

G-1033 Th.

→ Polymer Manufacture

→ Weaving Technology

Practical - G-531

Purchase of samples of plain, Twill & Basket Weave.

Covered Departmental Work College Work

Working Days - 19
Leave taken - 05
01 - DL and CCL (for promotion in Rang)

- Departmental Meeting regarding Meeting with kept over Extra Practical Purchase of raw material (2021-22)
- Committee formation regarding meeting P & Staff
- Release of slow leavers short attendance list of October - 19th on 21st Dec 22.

• Staff club meeting regarding New year party with PWS men at C.O. Cell Room on 18.12.22.

BET Seminar Attended 2nd Day on 21st Dec 2022.

Prof FARUL SINGH
DEAN OF ARTS
Rajawade Girls' Post Graduate College
Meerut

gaur
December

Month: - December



Working Days: - 19
Leave Taken - Nil



S. No. Teacher's Name Class and Paper Code Topic

Ms. Himani Vistrali M.A. III Semr Volume I

G-3030

G-730 A. Volume

G-3032 Volume

M.A. I Semr

G-1030

- Generation
- Japut 2
- Shandore 2
- Unit II
- Unit III

G-530 (hr)

- Unit I
- Subo to
- Prabura

G-1031

- Vata,
- Akuroto
- Conyuntion
- Shaso
- Ost
- subulation
- Adyotina
- Semant of
- kitta

Lesson Departmental work Soling work

Completed. Attended departmental meeting regarding B.A. exam on 21-12-2022

Completed. Examination on 16-12-2022

Completed. Committee formation of the present session done on 16-12-2022.

Completed. B.A. left over examination on 19-12-2022

Completed. Pq both sessions classes to be conducted

Completed. Under-Notice Meeting of M.C. held on 13-12-2022

- Antileto,
- Supralona
- Shawa 2
- word
- No. work,

Lesson

Prof. Parul Singh
DEAN OF ARTS
Bajajwada Girls' Post Graduate College
Meerut

PSM

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DEAN OF ARTS
Bajajwada Girls' Post Graduate College
Meerut

Signature

Signature

Month: - December



Working Days: - 19
Leave taken: - NIL



Name: Tejasvi Nalwa Roll No: 1301017 College: W.P.S.

Mr. Shalpa Malik

BA ISt [A]B] Unit - VII
Code: A1301017 Unit - VIII
Theory

Completed
Completed
• Attended Departmental meeting regarding B.A Fifth-Semference by B.Ed over Practical Examination for 2 days i.e. 21/12/22, 22/12/22.

BA IIIrd (A)
Theory
Code: A-317

• Methods of teaching completed
• Food Adulteration
Poisoning Chapter

Completed
Completed
• Semester formation of 2022-2023 session on 16.12.2022
• Left over Practical Exam of B.A on 19.12.2022

BA IIIrd (A)
Theory
Code: A-318

• Unit: Ist
• Unit: IIrd

Completed
Started
• Departmental meeting done on 15.12.2022

BA IIIrd (Self-imp-1)
Practical
Code: A130302 P

• Visit to Anganwadi
• Unit II started

BA ISt (Minor)

Unit: IVth
Unit: Vth
Completed
Completed

BA IIIrd (Minor)

Unit: IIrd
Unit: IIIrd
Completed
Started

RM

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JUDGE TO JUDGE
JUDGE TO JUDGE

Signature

Signature

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Rajmamba Girls' Post Graduate College
Meerut

Month: - January 2023



S.No. Teacher Name Class and Page Topic

1. Dr. Neeru Kambori B A I st Sem Unit IIIrd

130102P
(Practical)
Exp 1, 2, 3, 4, 5

- Unit IV
- Preparation of such dishes
- Protein rich
- Carbohydrate
- Fat rich diet

Worked

Departmental work

College work

Completed

- Departmental meeting regarding internal exam on 06.01.2023 of B.A & M.A on 14.01.2023

• New year celebration on 06.01.2023

Started

- Departmental meeting on 24/01/2023 regarding online guest lecture on the occasion of World Cancer Day (04.02.2023)

• Republic Day celebration on 26.01.2023

such diet

- Mentor-mentee meeting conducted

- Training in conducting internal exam of B.A Ist & IIIrd Sem

~~Shambh~~

Working Days: - 21
Kurus saturday - 1DL + 2CL



Prof. PARUL SINGH
DEAN OF ARTS
Rajwade Girls' Post Graduate College
Mumbai

PM

Month: - January



Working Days - 21
Leave taken - 1 C.L.



C.No. Teacher's Name Class used Paper used Topics

Dr. Sonika Choudhary B.A. III (C.B) A-318 Dietetics and Therapeutic Nutrition

Unit I :- Definition of Balanced Diet, Dietetics and Therapeutic Nutrition
• Meal planning factors affecting
• Meal planning, Recommended, Dietary Allowance (R.D.A)

Unit II :- Malnutrition - Concept & Definition - Causes and factors affecting

Unit III :- Nutrition during lifecycle - Nutrition during
• infancy
• childhood
• adolescence
• adults
• Old age
• Pregnancy
• Lactation

Worked Departmental work College work

Completed
• attended departmental meeting on 14.01.2023 regarding internal exam of B.A.E.N.A
• New year celebration on 06.01.2023

Completed
• attended meeting yesterday on live lecture on 24.01.2023
• Republic Day
• West world dance day celebration on 04.02.2023
• mentor-mentee meeting conducted on 14.01.2023
• Remedial classes taken

Completed
• assisted in conducting internal exam of B.A. I & II 2nd sem on 20.01.2023

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DEAN OF ARTS
Bajajwala Girls' Post Graduate College
Meerut

ZONA
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HONBLE. JUDGE, JUDGE
DEAN OF ARTS

Signature

Month - January '23

Working Day - 21
Leave taken - 1 CL

S.No. Section Name Class and Paper Code Topics

Course Departmental work College work

3. Mrs. Mamta Karmar
G.A. III Sem. Unit I to Sect. 'A' Completed
Sect. 'B' Revision
A130301T

B.A. IV Sem. Introduction
Sect. A+B IV Sem
A130401T Theory

about syllabus

B.A. III Sem. Practical
Group-2 Introduction
Group-3 IV Sem.
Group-4
Group-5
A130302P

Completed about practical

- Attended departmental meeting on 14/01/2023 regarding B.A. and M.A. Internal Examination duty.
- Conducted B.A. III Sem. Internal Exam celebration on 20th Jan. 2023.
- Assisted in conducting internal exam. of B.A. I sem. on 28th Jan. 2023.
- Mentor - metes on national voter meeting conducted on 16/8/2023.
- Remedial classes taken.
- Attended meeting on 24/01/2023 regarding online guest lecture on the occasion of World Gender day: 2023.
- Upgradation of AODAR report (2021-22)
- Participated in oath ceremony & rally at school gate.
- Attended meeting of cultural & national festival committee with Incharge & Principals on 25th Jan. 23.
- Attended meeting of Be-skilling cell on 31st Jan. 2023.

HO DRS. JYOTSNA JOTI
DEAN FOR A&S
Rajabai Chaudhari Institute of Education
Mumbai

Mamta

Mamta

SJM

S.No Teacher's Name Paper Code & Class Topic

1. Dr. Shweta Tyagi N/A - III Sem (A-3031 (Th)) Revision

N/A - III Sem (A-3033 (Th)) Revision

Practical - Revision (A-973)

N/A - Ist Sem - Toprc. (A-1032 - Th)

Unit - IV & V
-> Kater Adultm level
-> Cold Age

N/A - Ist Sem - Toprc - (A-1033)

Unit - III & IV
-> Weaving technology
-> Weaving & etymology

Practical - P-530
Practical - Pile work

Covered Departmental work College work

Test
N/A - Ist Sem Test by staff club on 14/01/23
Internal Exam 16 Jan 2023
Till 19th Jan 2023

Test
Departmental Meeting. Cultural of Noida
organizing uprawing in History Dept. with
Jubilee Eve BAPM Inauguration Meeting
on 14/01/23 at the regarding Youth Fest.
Departured. on 4 Jan 2023

Meeting regarding uprawing. Back Paper's Exam
went on 14/01/23. Duties reviving of
- 19th Jan - 19th Jan meeting. Evening Staff
Strength Jan to

Attended Department Meeting Festival's
online lecture on 1 staff club on
24/01/23 regarding at the staff room
occasion of world with Principal present
Cancer Day on All present regarding
on 10/02/2023 26th Jan 2023

N/A - II Internal Exam, Opening the
of N/A - I sem 28/01/23. Certificate Books
Bored with. All ready
on 18 Jan 2023

Completed
N/A - II Internal Exam, Opening the
of N/A - I sem 28/01/23. Certificate Books
Bored with. All ready
on 18 Jan 2023

Member
Critical Exam of
P. A. III Sem Study
Prof. Parth Singh
DEAN OF ARTS
Department of Post Graduate College
Meerut

Month - January '23



Working Days - 21
Leave taken - 01 (CB)



S.No. Teacher's Name Class and Paper code Topics

Ms. HIMANI 4-3030 • Revision

VISHNOI H A III Sem

4-710 • Practical

4-3032 • Revision

M.A. I Sem

4-1030 • Unit V - NI completed.

• Unit V - NI completed.

• Unit VI - subm.

4-530 (Pr) • Practical

4-1031 • Formal e letter writing

• Exercise writing

• Report writing
• Essay writing

Several Departmental work College work

Departmental Meeting on 14.01.23 regarding Internal Examination of H.A. I Sem and B.A. I-III Sem & Back Exam.

Internal Exam of H.A. I Sem - 16th & 19th Jan '23
B.A. - 20.01.2023

Monday - Hunter Meeting done on 14.01.2023
21.01.2023

Attended Departmental on 24.01.2023 regarding Online Quiz testing on the occasion of World Cancer Day (24.01.2023)

Completed II Internal Exam of M.A. I Sem - 28.01.23

Completed 3 Internal 01.02.2023

External Exams of P.4. III Sem.

Completed
Completed.

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Rajasthan Gita Post Graduate College
Ajmer



SNO Teacher's Name Class and Paper Code Topics

Ms. Abhaya Malik B.A Ist [A/B] Unit: VIIIth

Code: A130101T (Pri-School) year Theory
 • Course completed
 • Revision

B.A IIIrd A Unit: IInd & Sempr

Theory Unit: IIIrd Nutrition
 Code: A-318 Unit: IVth Theory

B.A IIIrd Grp-1 Unit: IInd & Sempr

Practical Unit: IIIrd
 Code: A130302P

B.A Ist (Minors) Unit: VIth
 Unit: VIIth

B.A IInd (Minors) Unit: IIIrd & Sempr
 Unit: Vth & Starts

Working Days: 21
 Leaves taken: NIL



General Reportorial work College work

Completed Early childhood • Attended Departmental meeting regarding External examination of M.A Ist Sem on 06.01.23

19.01.23 B.A Ist, B.E. IIIrd Sem on • Republic Day celebration on 26.01.23

Completed Naming lifecycle. • External Exam of B.A Ist and B.A IInd Sem on 20.01.23 • Examination duty in University Exam

Completed • Attended Departmental meeting regarding Online Exam Guest lecture on the occasion of World Women's Day (01.02.23) on 24.01.23 Exam held on 10.01.2023

Completed Started • Attended Departmental meeting on 14.01.23

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 Department of Post Graduate College
 Meerut

Dr. Parul Singh
 27/1/23

Month: February '23



SNO Teacher's Name Class and Paper Code Topics

1. Dr. Arun Kambhøj
B.A 1st Sem
A130102P
(Practical)
Exp-1, 2, 3, 4, 5

Unit IVth
• Vitamins such
• Minerals & Fibre
• Revision of
week.

Working Days: 24
Exams Taken: NIL



Covered Departmental work College work

Completed
such work
• Part of certificate distribution -
• Attendance of
• Attended Founder's
Day celebration

Practical
• Departmental meeting
on 03.02.2023 regarding
• Attended symposium
Online guest lecture
on role of women in
to be held on 04.02.2023
• Attended FDP in
Draughting department

• Mentee-mentor meeting
conducted
• Attended Youth
Festival from

• Guiding in Best out of
1000s Competition held
on 21.02.2023
25.02.2023

Dr. Arun Kambhøj
DEAN OF ARTS
Rajghanshi Girls' Post Graduate College
Meerut

Arun Kambhøj

Prof. Parul Singh
DEAN OF ARTS
Rajghanshi Girls' Post Graduate College
Meerut

Parul Singh

Month - February, 2023



S.No Teacher's Name Class and Paper Code Topic

2 Dr Sarika Chowdhary B.A III (B) A-318 Therapeutic Dietetics and Therapeutic Nutrition

- Unit IV :- Therapeutic Nutrition
- Importance of Therapeutic Nutrition
 - Different types of Diet with respect to consistency
 - Therapeutic Adaptation to Normal Diet

- Unit V :- Diet Modification for the following diet
- Acute and chronic Fevers
 - Diarrhoea and Constipation
 - Underweight & Overweight
 - Diabetes Mellitus
 - Hypertension
 - Jaundice

HONBLE JUDGE 1014
211A-30 MAED
Regional Standards for School Management

Working Days: - 24
Kearns taken: - 01
28.02.2022 - 14.03.2022
College work

Completed
Departmental work
Completed
Conducted the certificate work for innovative activity Centre on 16.02.2023. Done University Exam duties
attended departmental meeting on 03.02.2023 regarding online guest lecture to be held on 04.02.2023
attended FDP in
mentor-mentor meeting
Conducted symposium on role of women in innovation and startup on 13.02.2022

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DEAN OF ARTS
Rajawade Girls' Post Graduate College
Meerut

Parul Singh

Month: - February 2023

Working Days: - 24
 Leave taken: - ML - 1

Eno Teacher's Name	Class and Page Code	Topic	Remarks	Departmental Work	College work
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3. Mrs Manjira Kumari	B.A. IV Sem. Section 'A' Sect. 'B' A130401T	Unit-I - Home Meaning, Importance of home, types of home, factors influencing selection of house and house building	<ul style="list-style-type: none"> Meaning, Importance of home, difference b/w house & home, Over and over house Factor influencing selection of house and house building Unit II = planning, principles of house planning residential spaces in a house different spaces in a house 	<ul style="list-style-type: none"> Definition - Attended departmental meeting on 03/02/2023, difference regarding online guest lecture on 03/02/2023. Organised online guest lecture on the occasion regarding youth of world cancer day on 05/02/2023. peroidal class taken for slow learners. 	<ul style="list-style-type: none"> Involved in university Sem. examinations as invigilator. Attended meeting with Principal Mam regarding youth festival on 05th Feb. 2023. Worked as a convener in Best out of waste competition on the occasion of youth festival on 21st Feb. 2023. Assisted in celebration of founder day on 24th Feb. 23. Worked as a member in organising youth festival - 2023 from 21st to 25th Feb. 23. Worked as a member in organising FDP from 13th to 14th Feb. 2023.
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B.A. IV Sem. Practical-IV

Group-2 * Preparation of colour schemes

Group-3

Group-4

Group-5

Code: A130402P and flower rangoli

Prof. Parul Singh
 Dean of Arts
 Rajhansh Gild Post Graduate College
 Meerut

Sl. No	Teacher's Name	Class & Paper Code	Topic	Course	Departmental Work	College Work
1.	Dr. Shweta Tyagi	M.A. II Sem. G-2031 (Th.) Resource Management.	Topic - Unit → Resource Management goal of firm	I	I	I
				II & III	II & III	II & III
				IV	IV	IV
				V	V	V
				VI	VI	VI
				VII	VII	VII
				VIII	VIII	VIII
				IX	IX	IX
				X	X	X
				XI	XI	XI
				XII	XII	XII

Convenor Best out of waste competition held on 21-02-23 in Youth Festival.

27th Feb.

Powder day celebrating P.G. Teachers

Western Snow Festival

Prof. Parul Singh
Dean of Arts
Bhambra Girls' Post Graduate College
Meerut

(Signature)

Sl. No	Teacher's Name	Class and Paper Code	Topic	covered	Departmental work	College work
	MR. SHIVANI VISWANATHAN	M.A. II Sem Research Methodology 4-2030	Introduction and Knowledge	to Research types of	• Awaited in first out of week competition held on 21.02.2023.	• Youth festival related from 21.02.2023 - 25.02.2023
		Food Science 4-2032	• Introduction • Science	to Food	• Awaited in the Golfball substitution work for Tutorship sitting earlier on 16.02.2023	• Attended Founder's Day of our college on 21.02.2023
		Practical 4-650	• Anti-racism practical	cooking introduction	• Attended Departmental meeting on 08.02.2023 regarding online guest return field on 04.02.2023.	• Attended F.D.P. from 11.02.2023 to 13.02.2023 in the drawing department
		M.A. II Sem Guidance and Counseling 4-4050	• Unit I • Unit II	Counseling types	• Attended meeting where on 28.02.2023	• Samples in University Semester Examination
		Family ^{Group 1} Ictham Dietetics 4-4051	• Unit I • Unit II • Utilizing of visit, plans	completed lectures	• M.A. II Sem Practical on 15.02.2023.	
		Practical 4-830	• Fast I	completed		
		Guidance & Counseling 4-831	• Below asked recompleted.	Relative		
		Family Housing & Suburban Urbanization	• <i>Practical</i>			

HON'BLE JUDGE, 2019
DEAN OF ARTS
Rajawade Girls' Post Graduate College
Mysuru

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DEAN OF ARTS
Rajawade Girls' Post Graduate College
Mysuru

~~Practical~~

2024



S.No.	Teacher Name	Class and Paper code	Topics	Worked	Departmental work	College work
	Ms. Abhaya Malik	B.A.I.T [A & B] Code: A130101T Theory	• Revision		• Assisted in Best out of last 3 years. Youth Festival competition held on 21.02.23 from 21.02.2023 to 25.02.2023	
		B.A.II Sem (A) Theory Code: A-318	Unit: V Theory from various diets completed		• Assisted in departmental meeting on 03.02.23 regarding Online guest lectures to be held on 04.02.23	• Attended F.D.P in form 11.02.2023 to 17.02.2023
		B.A.III Sem Practical Code: A130302P	Unit: IV Lecture	Completed		• Attended symposium on Role of women in Innovation and start up on 13.02.2023
		B.A.II Sem Minor Unit: VIII	Unit: VIII	Completed		
		B.A.III Sem Minor Unit: VII	Unit: VII	Completed		
		B.A.III Sem Minor Unit: VIII	Unit: VIII	Started		

DEAN OF ARTS
 RAJGURU COLLEGE
 RAJGURU COLLEGE
 RAJGURU COLLEGE

Abhaya Malik

Parul Singh

Prof. PARUL SINGH
 DEAN OF ARTS
 Rajgurunath College, Post Graduate College
 Meerut

PS



S.No.	Teacher's Name	Topic	Covered	Departmental work	College work
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1.	Res. Resu Kamboj	B.A. Ind. Sem AI30102P (Practical) Grp-1,2,3,4,5	Unit 5 Identify	Completed files & photos	Guided in M.A. Ind. Sem. Attended Hall Practical examination. Function on 04.03.2023
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Unit 1-4
Identify

Unit 1-4
Learning to
start

110002, 110019, 30019
ET/2019 KA/2019
Prof. Parul Singh

Parul Singh

PSM
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DEAN OF ARTS
Rajwade OHV Post Graduate College
Mumbai

Month :-

March '2023



Working Days :- 21
Leavees begin → 14 C.C
C-1
03.2023

S.No	Teacher's Name	Class and Paper Code	Paper
5	Dr. Sonika Choudhary	B.A. III (B2) A - 217 P - 917	Rene's

Received	Departmental work	College work
classes	<ul style="list-style-type: none"> Convenor of the 'celebration for sunset' 100th year of millets in the University (C.C.S.O) on 31.03.2023 	<ul style="list-style-type: none"> Holi function Done University

- attended meeting of IRAC regarding NAC seminar on 29.03.2023
- attended meeting with the principal regarding activity on international year of millets in C.C.S.O, present

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DEAN OF ARTS
Rajmangal Girls Post Graduate College
Meerut

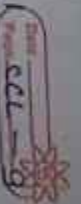
Prof. PARUL SINGH
DEAN OF ARTS
Rajmangal Girls Post Graduate College
Meerut

Signature

March 2023



Working days - 21
leave taken - ML - 1
CL - 2



3. Mrs. Manjya Kumari

B.A. IV Sem.
Seat. 'A'
Seat. 'B'
A130401T

Unit II - Planning house for different income group
Unit III - Interior Designing

- Mentor - Mentee meeting conducted on 24/03/2023.
- Attended one day Symposium on 13/02/2023.

* Introduction
* Objective importance
* Elements of design - Line, shape, texture, color, pattern, light & space.
* Principles of design - proportion, balance, Rhythm, Emphasis, Harmony

- Remedial classes taken for slow learner
- Prepared AQA R. report (2021-22)
- Attended Halli function on 07/02/2023.
- University examination duty.

B.A. IV Sem. Unit III House plans -

Group - 2 design and styles
Group - 3 for different income
Group - 4 group
Group - 5 group

* High income group
* Middle income group
* Lower income group

HON'BLE JUDGE TONY
ASST. TO MAJ. (P)
MADRAS HIGH COURT

PM

Prof. PARUL SINGH
DEAN OF ARTS
Regimental Girls' Post Graduate College
Muzrai

March 1

Number

March - 2023



Sl. No.	Teacher's Name	Class / Sub. Code	Topic	Work	College Work
1.	Dr. Shweta Tyagi	M.A. II Sem C- 2031 Th	Topic - US Newest - Welfare Market.	M.A. II Sem Income Function 02.01.2023	Staff club meeting on 3/03/2023 at activity club Room for Halli Pankon.
		Extension: Scholarship C- 2033	Topic - Unit	Both Theory and Practical classes continued to be taken	Halli Pankon. on 01.05.2023
		Practical - C- 631	Topic - Pile work completed Prepare - of NURKOL Notes.		University spent on duties
		M.A. II Sem C- 4032	Topic - Unit - IV → Theory of Child Behaviour		
		Practical - C- 4033	Topic - → From social practice of wills		

Prof. FARU, SINGH
DEAN OF ARTS
Rajawade Girls Post Graduate College
Meerut

RM

Shruti

Number

Month: - Month: 2025



Working Days: - 21
Karnataka State: - NIL



S.No.	Teacher's Name	Class and Page Code	Topic	Absence	Departmental work	College work
	MS. SHYAMLI VIJAYDAS	M.A. III Sem Guidance and Counseling 4-4030	Unit II also read ref a sampled Unit III subordinate	Presently responsibility committee	M.A. III Semester Period. Attended HOD Innovation held on 02.05.2025.	function on 04.05.2025.
		Family Planning & Intrinsic Orientation	Unit II Unit III Material, affinity follow by post office	sampled Building rest factors last about Year 2021	Assisted in preparation of Food stall in the C.O.S. University on 31.01.2025 to host an event on International Nilet Year 2021	
		Practical 4-850 4-851	Practical House absence	sampled Please		
	PROF. JISHA JYOTI DEAN OF ARTS Rajinagar Girls' Post Graduate College Mysore	M.A. III Sem Food Science 4-2032	Unit II Unit III absent	sampled follows		
		Research Methodology 4-2030	Unit II sampled of Research Unit III	sampled follows Substitution includes		
		Research 4-630	Unit II Unit III absence	sampled		

DPM

PROF. PARUL SINGH
DEAN OF ARTS
Rajinagar Girls' Post Graduate College
Mysore

~~Rajinagar~~

Month: March 2023



Working Days: 21
 Leaves Taken: NIL



S.No	Teacher's Name	Class and Paper Code	Topics	covered	Departmental work	College work
	Ms. Alaya Malik	B.A III (A & B) Sem Code: A130201T	• Third Semester • Unit: I & II • Completed • Unit: III & IV • Completed	Started Introduction Knowing Fishers Started	M.A IIIrd Sem Practical examination held on 02.03.2023 Assisted in preparation of mulets feed stall items on International Mulex Year 2023 in CCS University	• Attended Halli function held on 04.03.2023 • Examination duty in university exams.
		B.A IV th Sem (A) Unit: I & II Code: A130402P Practical	• Unit: I & II • Completed	Completed started		
		B.A I st (Minor)	• Unit: VIII • Revision	Completed		
		B.A III rd Sem (Minor): Unit: VIII th (Introduction to Adulthood)	• Revision	Completed (to Adulthood)		

HON'BLE JUDGE JUDGE
 DEVARA
 2387, 30 VARA
 99162

Signature

Number

Prof. PARUL SINGH
 DEAN OF ARTS
 Rajasthan State Post Graduate College
 Meerut

PSM

Month: - April 2023

Working Days: - 21
Leave taken: - 3 DL

No	Teacher's Name	Leave and Days	Topic	Worked	Departmental work	College work
1	Dr. Renu Kumbhar	B A 1 st & 2 nd Sem AI30102P (Practical) Grp-1, 2, 3, 4, 5	Unit III Unit IIIA Basic Scams, passwords	Completed Started Scoring passwords	Guiding in conducting Internal Exam of M.A I st & II nd Sem	

~~Signature~~

SM

DEVIKA JORJA JORJA
DEVIKA JORJA
DEVIKA JORJA

Prof. PAKUL SINGH
DEAN OF ARTS
Rajdhani/ Girls' Post Graduate College
Meerut

Month: April 2023

Working Days - 21 days
 Leave taken: CL - 5
 PL - 2

DL - 3

S.No	Teacher's Name	Class and Sema	Topic	Workload	College work
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3.	Mrs Mamta Kumari	B.A. IV Sem	Unit IV decora - * furnishings & curtain, *phenies - floor coverings, wall ceiling Lighting and accessories wall painting, mirrors, wall art, Sculpture and antiques Floor arrangement Unit-II	Home - Prepared AAR report - Furniture (2021-2022)	Duty in University examination - 2023
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B.A. IV Sem. Market survey of household equipments -

- 2
- 3
- 4
- 5

- * Pressure cooker
- * Refrigerator
- * Washing machine
- * Microwave
- * Solar-cooker

A130402P

RM

Prof. PARUL SINGH
 DEAN OF ARTS
 Rajasthan Open Post Graduate College
 Meerut

Mamta

Signature

April - 2023



Working Days =
leaves taken

S.No. Teacher's Name

Class & Sub code

Topic covered

Departmental work

College work

Dr. Shuchi Tyagi

19A. II Sem
A-2031 (Tn)

Topic - Unit I
-> Primary Text where
Hyping of Prose (eg)

15-19
Exam of 19A. II I
I Sem.

University Exam
Notice

19A. II Sem
A--2033 (Tn)

Topic - Unit - II & IV
Community and of Prose
Visual Aids

Practical -
A-631

Topic - Notes/ Notebook
of the work.

19A. IV sem.
A-4032 (Tn)

Topic - Unit IV of
I Sem

Practical -
A-4033

Topic -
Project work
of Poetry
Practise
of Poetry
Practise
of Poetry

Prof. PARUL SINGH
DEAN OF ARTS
Regional Girls' Post Graduate College
Meerut

Regional Girls' Post Graduate College
Meerut

Signature
Pravink

Sl. No.	Teacher's Name	Class and Paper Code	Topic	Level	Departmental Work	College Work
	Mr. SHIVANI MANDEL	M.A. II Semester G- 1030	<ul style="list-style-type: none"> • History of Journalism • Newspaper • Media Ethics • Features • Reviews 	<ul style="list-style-type: none"> • Ist Paper • IInd Paper 	<ul style="list-style-type: none"> • M.A. IInd & IIIrd Semester • Ist Internal Examination 15th - 19th April • IInd Internal Examination 29th - 03rd May 	<ul style="list-style-type: none"> • Supervision in University Examination
		G- 2032	<ul style="list-style-type: none"> • Strategy • Catering 	<ul style="list-style-type: none"> • Nutrition • Management 		
		Practical G- 630	<ul style="list-style-type: none"> • Slab work • working • Low cost • kitchen • Recipe 	<ul style="list-style-type: none"> • working 		
		M.A. II Semester G- 4030	<ul style="list-style-type: none"> • Visit to Institutions • Organizational program • Computer • Need of guidance • not fully • computer • school • computer 	<ul style="list-style-type: none"> • Organizational program • Computer • Need of guidance • not fully • computer • school • computer 		
	<p>DR. HEMANT KUMAR DEAN M.A. II SEMESTER</p>	Practical G- 830	<ul style="list-style-type: none"> • Practical 	<ul style="list-style-type: none"> • Computer 		
		G- 4031	<ul style="list-style-type: none"> • Unit II • Impartation • Elements • Working • of • industry • Practical 	<ul style="list-style-type: none"> • Ist Paper • IInd Paper • Ist Paper • IInd Paper • Ist Paper • IInd Paper 		
		G- 831	<ul style="list-style-type: none"> • Practical 	<ul style="list-style-type: none"> • Computer 		

Prof. PARUL SINGH
DEAN OF ARTS
Rajasthan Grids Post Graduate College
Meerut

(Signature)

Month: April 2023



Working days: 21
Leaves Taken: 01 (c.l)



Sr No	Teacher's Name	Class and Paper Code	Topics	Assesed	Departmental Task	College Work
	Mr. Abhaya Malik	B.A. III Sem [A & B] Code: A130201T	Unit III & IV Completed Unit IV Semester Unit V In Home Work Completed Unit V started	For Fabrics 15 th 14 th April 29 th - 03 rd May	• M.A. III & IV th Semesters 1 st Internal Exam 2 nd Internal Exam	• Duty in University Examination
		B.A. III Sem [A & B] Code: A130402P	Unit III & IV Unit IV started	For Fabrics 15 th 14 th April 29 th - 03 rd May	• M.A. III & IV th Semesters 1 st Internal Exam 2 nd Internal Exam	• Duty in University Examination
		B.A. III Sem [A & B] Code: A130402P	Unit III & IV Unit IV started	For Fabrics 15 th 14 th April 29 th - 03 rd May	• M.A. III & IV th Semesters 1 st Internal Exam 2 nd Internal Exam	• Duty in University Examination

ABHAYA MALIK
2017-2018
2019-2020
2020-2021
2021-2022
2022-2023

Abhaya Malik

Abhaya Malik

Prof. PARUL SINGH
DEAN OF ARTS
Rajwade Girls' Post Graduate College
Mumbai

Month: - May

Date: _____
Page: _____

Working Days: 15
Leaves Taken: 0

Date: _____
Page: _____

S.No	Teacher's Name	Class and Paper Code	Topic	Covered	Departmental work	College Work
1.	Dr. Renu Kamboj	B.A Ind Sem AI30102P (Practical) Grp- 1, 2, 3, 4, 5	<ul style="list-style-type: none"> Unit III-1 Unit IV Visit to site Unit IV 	<ul style="list-style-type: none"> Completed Started Kandara Completed 	<ul style="list-style-type: none"> Internal exam in Practical exam of B.A Ind Semester on 19.05.2023 	
			<ul style="list-style-type: none"> Revision of practical work. 	<ul style="list-style-type: none"> issuing instruction regarding B.A Ind Sem Practical exam to students on 15.05.2023 		

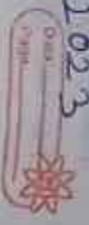
Signature

Dr. Renu Kamboj
Assistant Professor
Department of English
K. J. Somaiya Institute of
Management Studies
Mumbai

Prof. Parul Singh
DEAN OF ARTS
Kanjumath Oshri Post Graduate College
Mumbai

Signature

Sheet No: - May '2023



Eno. Teacher's Name: Mrs. Mamta Kumari
 Class and Paper Code: B.A. IV Sem. Unit - V

Topic: Education

- * Meaning
- * Objective
- * Principle
- * Philosophy
- * Early education
- * Formal & non formal education
- Unit - VI
- * Role & qualities of an extension worker
- * Extension teaching process (steps)
- * Criteria for effective teaching-learning

* Time plan for self and family

* Family for different groups (middle & lower)

Issued: Departmental work, College work

Extension - Prepared mentor-mentee report - University examination duty

Concepts - Scope - Prepared AAR report (2021-2022) - Work allotted by mentor-mentee cell. (3 depts)

working Days: -15
 Leave taken: - CL-1
 PH-1



RM

Prof. PARUL SINGH
 DEAN OF ARTS
 Regensburg Girls' Post Graduate College
 Meerut

MAJESTY
 Number

Month: - 19th July 2023



Working Days: -
Karnataka State: -



A.No	Teacher's Name	Class and Paper	Topic	Assess	Departmental work	College work
	Dr. Shivada Thyagi	19th A. II Sem., A-2031 (Th)	Topic	Unit - IV	19th A. II Internal Exam Continued from 29/06/23 - 03/07/23.	University External Exam Dates Continued.
		19th A. II Sem. A-2023.	Topic	Unit - IV	19th A. II Sem. Practical Exam. On 19.07.23	
		Practical - A-631	Puppet Show	Making Puppet Show. Practice.	19th A. I st sem. Jurisprudence Exam Practical On. - 18.06.2023	
		19th A. IV Sem A-4032 (Th)	Topic	Unit - IV		
		Practical Project. A-4033	Project work	Report. Checking.		

11/07/23
11/07/23
11/07/23

[Signature]
[Signature]

Prof. PARTI SINGH
DEAN OF ARTS
Rajaguru Gita Post Graduate College
Merrut

Month: May 2023



Working Days: - 24
Leave taken: - Nil



No.	Teacher's Name	Class and Paper code	Topic	Worked	Departmental work	College work
1	Ms. SHIBANI VERMA	M.A. II Sem Research Methodology 4-2030	<ul style="list-style-type: none"> Date Present Interpretable Russian 	<ul style="list-style-type: none"> also and 	<ul style="list-style-type: none"> M.A. II Internal Examination scheduled from 19th April - 25th May B.A. I Sem practical Examination on 19.05.2023 B.A. I Sem Examination for practical on 15.05.2023 	<ul style="list-style-type: none"> Invigilation Duty performed for University Examination.
2	M.A. II Sem	Food Science 4-2032	<ul style="list-style-type: none"> Food Law Types of Types of Russian 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> State State State 	<ul style="list-style-type: none"> Practical Practical
3	M.A. II Sem	Guidance and Counselling 4-4050	<ul style="list-style-type: none"> Russian Russian 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> Practical Practical
4	M.A. II Sem	Family Housing and Interiors 4-4031	<ul style="list-style-type: none"> Russian Russian 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> Practical Practical
5	M.A. II Sem	Family Housing and Interiors 4-830 (Pr)	<ul style="list-style-type: none"> Russian Russian 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> Practical Practical
6	M.A. II Sem	Family Housing and Interiors 4-831 (Pr)	<ul style="list-style-type: none"> Russian Russian 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> Practical Practical 	<ul style="list-style-type: none"> Practical Practical

INDIA'S LUMINA FOR
2023-2024

Prof. PARUL SINGH
DEAN OF ARTS
Rajmata's Girls' Post Graduate College
Meerut

[Signature]

[Signature]

Month: May 2023



Working Days :- 24
 Leave taken :- NIL



Sl.No	Teacher's Name	Class and Sem Code	Topic	Worked	Organizational work	College Work
	Ms. Shikha Malik	B.A III rd Sem [A] B1 Code: A130201T Theory	Unit VII th : Unit VIII th : Menu Management Unit VIII th : and Household Completed • Revision • Course completed	Completed Time, Energy and Inventory Management Completed Work simplification and Household Equipment Completed	B.A I st Sem Practical Examination on 19.05.23	• Duty via university Examination.
		B.A III rd Sem Grp-1 Code: A130402P Practical	Revision Practical	Completed		

INDIAN INSTITUTE OF
 DEAN OF ARTS
 Rajawade Girls Post Graduate College
 Meerut

Shikha Malik

Shikha Malik

PROF. PARUL SINGH
 DEAN OF ARTS
 Rajawade Girls Post Graduate College
 Meerut

Name

Phone

E-mail

Luxor

CONVERGE
WORK. THE SMARTER WAY

Name

: ZOOLOGY

Address

: DEPARTMENT

Phone

: 2022-23

Emergency Contact

:

Zoology Department
2022 - 2023

RAGHUNATH GIRLS' POST GRADUATE COLLEGE, MEERUT

ACADEMIC COLLEGE CALENDAR 2022-23

The schedule will be followed as per University, Government and UGC guidelines.

June 2022

- Prospectus to be reformulated as per NEP 2020.
- Formation of IQAC & college committees.
- Processing and submission of AQAR 2020-21.
- Annual Exams of University.

July 2022

- College reopens on 16th July 2022. Meeting of Principal with the staff.
- University exams of UG and PG to be conducted as per University directions.
- University exams of B.Ed. to be continued.
- Formation of IQAC for the session 2022-23.
- IQAC meeting with the Principal and staff for the forth coming NAAC visit.
- Convenors of different committees to be reappointed.
- College calendar to be prepared.

August 2022

- Departmental time table & calendars to be made and submitted to IQAC.
- University exams to be conducted as per University schedule.
- Independence Day and Azadi ka Amrit Mahotsav week celebration as per Government directions.
- National sports day, Small Industry day to be celebrated.
- IQAC members meeting.
- Website updation.
- Publication of college Magazine 'Saurabh'.
- Preparation for the forth coming NAAC visit.
- U.G. & P.G. final classes to begin.
- Stock checking of the departments.
- Departments to send their Annual Report.

September 2022

- Meeting of Principal with Incharges of the departments and different committees.
- Admission and renewal of U.G. & P.G.
- U.G. admissions to be done as per university directions.
- Website updating.
- College-O-Scope to be prepared.
- Library upgradation and departmental maintenance.
- Classes of U.G. & P.G. to be started.
- Stock Registers of the departments to be signed by Principal.
- Diaries to be prepared by the faculty members of the departments.
- Mentor-Mentee groups to be formed and displayed on notice board after the admissions are complete.
- Expected date of NAAC visit.
- National Nutrition week, World Ozone Day, International Day of Peace, Teacher's Day, World Tourism Day, Hindi Day to be celebrated.
- Programmes related to Gender sensitization to be organised.

October 2022

- Celebration of Gandhi Jayanti & International Day of Non-Violence, World Wild Life Week, International Girl Child Day, World Food Day, Rashtriya Ekta Diwas, National Integration Day, National Unity Day.
- Admissions and renewals of U.G. & P.G. to be completed.
- Online scholarship forms to be filled.
- New vocational and skilled courses to be introduced.
- Mentor-Mentee groups to be formed of P.G. students and reported to IQAC.
- Classes to continue.
- Diaries to be prepared by the departments.
- Departmental Associations to be formed.
- IQAC team to monitor the application of CAS promotions.
- Meritorious students to be felicitated at departmental & college level.

November 2022

- Talks, Competitions, Workshops and training programs to be conducted on contemporary issues.
- Website updation.
- First Internal exam of P.G. I & III semester to be conducted.
- AQAR 2021-22 to be prepared by IQAC members.
- World Cancer Awareness Day, Children's day, World Citizen Day, Constitution Day etc to be celebrated.
- Workshop on IPR/Start-up policy under RGPG innovation cell & IQAC.

December 2022

- IQAC meeting with the governing body and AQAR submission of 2021-22.
- IQAC team to monitor the applications of CAS promotions.(if any)
- Quotations to be called for purchases by practical departments.
- Internal exams of the U.G. as per NEP 2020.
- Remedial classes & NET classes to be taken.
- World AIDS Day, Human Right Day and National Consumer Day to be celebrated.
- Seminar/Conference on Framework for Outcome Based Education (OBE) sponsored by NAAC under IQAC.

January 2023

- Second internal exams and evaluation of P.G. Sem. I & III to be conducted.
- Departments to place orders for books and other departmental requirement.
- University Exams of U.G. I & III semester and PG semester I & III to be conducted.
- Celebration of Republic Day, World Hindi Day, Youth Day, National Road Safety Week etc.

February 2023

- Students' database of 2022-23 to be prepared.
- AISHE to be uploaded.
- Remedial classes to be taken for UG final year students.
- Departmental Diaries & registers to be completed and signed by the Principal.
- Stock checking to be initiated.
- Assignments/Seminars of P.G. Sem. II & IV to be allotted.
- Internal marks of P.G. Sem. I & III to be uploaded.
- 75th Founders Day celebration on 27th of February.
- National Science Day to be observed.
- Annual Sports Meet for faculty & students.

March 2023

- Stock checking to be completed and departmental accounts closing to be done.
- International Women's Day, Water Day, etc to be celebrated.
- Remedial Classes to be taken.
- Courses to be completed of U.G. Final year.
- Seminars/Symposium/Conferences to be organised by the departments on subject relevant topics.

April 2023

- IQAC members meeting.
- Maintenance of departments, library, laboratories and office.
- University Annual exams 2022-23.
- First Internals to be conducted and evaluated for P.G. Sem. II & IV.
- Annual Report of Department/Association highlighting Departmental, Teachers and students achievements to be submitted.
- World Earth Day & World Intellectual Property Day to be celebrated.
- Internal Assessment exams of U.G. semester II & IV


May 2023

- University Annual Exams of U.G. final 2022-23.
- Second Internals to be conducted & evaluated for P.G. Sem. II & IV.
- Assignments/Seminars of P.G. students to be taken.
- Online submission of Internal marks of P.G. Sem. II & IV and U.G. semester II & IV.
- World Biodiversity Day to be celebrated.

June 2023

- University Exams of U G. and P.G. semester II & IV.
- University exams of B.Ed.
- Followed by summer vacation.
- World Environment Day & International Yoga day to be celebrated.


(Dr. Seema Jain)
IQAC Coordinator
Raghunath Girls' Post Graduate College
Meerut


(Prof. Nivedita Kumari)
Principal
Raghunath Girls' Post Graduate College
Meerut

- Other National/International Days relevant to the Departments or instructed by the Government to be celebrated accordingly.

Faculty members

- Dr. Seema Jain
- Dr. Garima Pundir
- Dr. Shashi Bala
- Dr. Kalpana Chaudhary
- Dr. Manju Singh
- Ms. Prityanka

RAGHUNATH GIRLS' POST GRADUATE COLLEGE, MEERUT

DEPARTMENT OF ZOOLOGY

DEPARTMENTAL CALANDER SESSION 2022-23

• **JULY**

- College reopens on 16 July 2022.Meeting of Principal with the staff.
- Exams of U G and PG to be conducted as per university directions .
- Practical exam of B.Sc. II and III to be conducted.

• **AUGUST**

- Departmental Meeting and distribution of workload .
- Annual report of Department for college-o-scope .
- University exams of UG II semester .
- Independence Day and Azadi ka Amrit Mahotsava celebration as per Government direction .
- Preparation for the forthcoming NAAC visit .
- UG and PG final year classes to begin .
- Stock checking of Department.

• **SEPTEMBER**

- Admission and renewal of UG and PG .
- *UG admissions to be done as per university directions .*
- Departmental library upgradation and departmental maintenance .
- Stock checking of department .
- Diary to be prepared by the faculty members .
- NAAC visit .

• **OCTOBER**

- World wild life week (1 – 7 October) world animal day/wild life conservation day/habitat day celebration .
- Admissions and renewal of UG and PG .
- Mentor-mentee groups to be formed and displayed on notice board after the completion of admissions .
- Classes to continue.
- Diary to be prepared by the department .
- Inauguration of Zoology association.
- Meritorious students of the department to be felicitated .

- **NOVEMBER**
- First internal exam of PG I and III semester to be conducted .
- AQAR 2021-2022 of the department to be prepared .
- World cancer day to be celebrated.
- Assignments /seminar of PG I and III semester to be allotted.
- **DECEMBER**
- Submission of AQAR .
- Quotations to be called for purchases.
- Internal exam of UG as per NEP 2020.
- Remedial and NET classes to be taken.
- Remedial classes of UG semester I & III.
- World AIDS Day to be celebrated.
- **JANUARY**
- Second internal exams and evaluation of PG I and III semester to be conducted.
- To place orders for books and other departmental requirements.
- University exams of UG and PG I and III semester to be conducted.
- **FEBRUARY**
- Remedial classes to be taken for UG final year students.
- Departmental diary and registers to be completed and signed by Principal.
- Stock checking to be initiated.
- Assignment/ seminar to be allotted to PG students of II and IV semester .
- Internal marks of PG I and III semester to be uploaded.
- National Science day to be observed.
- **MARCH**
- Stock checking to be completed and departmental accounts closing to be done .
- Remedial classes to be taken.
- World sparrow day to be celebrated on 20 March.
- **APRIL**
- Maintenance of department and departmental library.
- University annual exam 2022-2023.
- First internals of PG II and IV semester to be conducted.
- Annual report and closing of Zoology association.
- Internal assessment exams of UG II and IV Semester.

- Remedial classes of UG semester II & IV.
- **MAY**
- University annual exams of UG final 2022-2023.
- Second internals to be conducted for PG II and IV semester.
- Assignments and seminars to be taken .
- Online submission of internal marks of PG and UG II and IV semester.
- **JUNE**
- University exams of UG and PG II and IV semester.
- World Environment day and International yoga day to be celebrated.
- Followed by summer vacation.

Mishra
23-8-2022
**DEPARTMENTAL
IQAC INCHARGE**

Seema
23.8.22
INCHARGE

Head
of Zoology Department
Raghunath Girls' Post Graduate
College, Meerut

RAGHUNATH GIRLS' POST GRADUATE COLLEGE MEERUT
M.Sc. ZOOLOGY PREVIOUS & FINAL YEAR TIME TABLE 2022-23

DAYS /CLASS/	TIME	9 TO 10	10 TO 11	11 TO 12	12 TO 1	1 TO 2	2 TO 3
MONDAY M.Sc. Previous		LIBRARY		K.C. THEORY		GP PRACTICAL	
MONDAY M.Sc. Final		SANA THEORY		PR THEORY		S PRACTICAL	
TUESDAY M.Sc. Previous		K.C PRACTICAL		PR THEORY		S.J THEORY	
TUESDAY M.Sc. Final		S.B THEORY		M.S THEORY		S PRACTICAL	
WEDNESDAY M.Sc. Previous		SEMINAR/ MUSEUM		M.S PRACTICAL		G.P. THEORY	
WEDNESDAY M.Sc. Final		LIBRARY/ MUSEUM		K.C. THEORY		PR PRACTICAL	
THURSDAY M.Sc. Previous		S THEORY		G.P. THEORY		S.J. PRACTICAL	
THURSDAY M.Sc. Final		Ashna THEORY		S.B PRACTICAL		Bhavna Theory	
FRIDAY M.Sc. Previous		SANA THEORY		S.B. THEORY		PR PRACTICAL	
FRIDAY M.Sc. Final		M.S. PRACTICAL		G.P. THEORY		S.J. PRACTICAL	
SATURDAY M.Sc. Previous		M.S. THEORY		S. THEORY		S.B. PRACTICAL	
SATURDAY M.Sc. Final		K.C. PRACTICAL		G.P. PRACTICAL		S.J. THEORY	

1. S.J. -Dr. SEEMA JAIN, G.P. - Dr. GARIMA PNDIR, K.C. -Dr. KALPANA CHAUDHARY, S.B. -Dr. SHASHI BALA, M.S. - Dr. MANJU SINGH, PR- Ms. PRIYANKA, S- Dr. SANGEETA,

2. ALL M.Sc. PREVIOUS YEAR CLASSES (SEM I & II) ARE TAKEN IN ZOOLOGY MUSEUM.

3. ALL M.Sc. FINAL YEAR CLASSES (SEM III & IV) ARE TAKEN IN M.Sc. LECTURE THEATRE.

NOTE:- STUDENTS PROBLEMS ARE ALSO DISCUSSED IN LIBRARY PERIOD.

Research Scholar: 1. Sane, 2. Ashna, 3. Bhavna

Time Table Incharge

Manju

(Dr. Manju Singh)


 Head
 of Zoology Department
 Raghunath Girls' Post Graduate
 College, Meerut

S.No. Teacher's Name

P. G.

U. G.

3. Dr. Shashi Bala

M.Sc I Sem

Unit, I, II, 1/2, III
Evolutionary Biology

Course II Code H-1063

M.Sc II Sem course

Biostatistics & ^{W 2063}
Bioinformatics
Unit II, Unit 4

M.Sc III Sem Unit II

Developmental ^{Unit 4, 1/2}
Biology Unit 4, 5, 1/2

M.Sc IV Sem

General Fish Biology

B.Sc I Sem I

Cytology, Genetics

Infectious Diseases
B050101T (Unit I, II)

B.Sc Sem II

Biochemistry &
Physiology

B050201T

B.Sc III Sem Mole

cular biology & bio
instrumentation &

Biotechniques (V, VI)

B050301T
B.Sc IV Sem B050401T

B.Sc Sem I

Cytology, Genetics
& infectious diseases
B050101T

B.Sc Sem II

Biochemistry & physiology
B050201T

B.Sc Sem III

Molecular biology, Bio-
instrumentation & Bio-
techniques
B050301T

B.Sc Sem IV

Gene technology, immu-
nology & computational
biology
B050401T

B.Sc III Year

Microbiology, Ecology,
Animal behaviour & Toxicology
B-322 Unit III & IV

4. Dr. Kalpana
Chauhan

M.Sc. Sem. I

Cell & molecular
biology H-1065

M.Sc. Sem. II

Biochemistry
H-2065

M.Sc. Sem. III

Animal Behaviour
H-3065

M.Sc. Sem. IV

Applied Fisheries
Course XVI-B

H-4069

B.Sc. Sem. I

Cytology, Genetics
& infectious diseases
B050101T

B.Sc. Sem. II

Biochemistry & physiology
B050201T

B.Sc. Sem. III

Molecular biology, Bio-
instrumentation & Bio-
techniques
B050301T

B.Sc. Sem. IV

Gene technology, immu-
nology & computational
biology
B050401T

B.Sc III Year

Microbiology, Ecology,
Animal behaviour & Toxicology
B-322 Unit III & IV

S.No. Teacher's Name P.G. U.G.

5. Dr. Manju Singh M.Sc. Ist sem: B.Sc. Ist sem.
 Course - III - Non-Chordata Cytology, Genetics
 H-1064 and Infections
M.Sc. IInd sem. - diseases
 Course VI - Genetics B.Sc. IInd sem
 H-2063 Biochemistry &
M.Sc. IIIrd sem Physiology
 Course XI Environmental Ecology
 Biology. Practical B050202P.
 H-3064
M.Sc. IVth sem Course B.Sc. Sem III
XVI - B Applied Fisheries molecular biology,
 H-4069. Biinstrumentation
 & Biotechniques.
 B050301T
 B.Sc. sem IV
 Genetechnology,
 immunology &
 Computational biology
 B050401T
 B.Sc. III - Microbiology
 Ecology, Animal Behaviour
 B-322

6. Ms Priyanka M.Sc Sem I B.Sc Ist sem
 Cell & Molecular Biology -
 (H-1065) B.Sc II Sem
M.Sc Sem II -
 Biochemistry ^{Genetics} H-2063 B.Sc Sem III
M.Sc Sem III Molecular Biology Bio-
 Developmental Biology instrumentaton & Biotech.
M.Sc Sem IV B.Sc Sem IV
 General Fish Biology H-4066 B.Sc IInd - Biotechnology.

Practical work (M.Sc)

1. Dr Seema Jain BSc Practicals as per class schedule.
M.Sc Sem I - Museum maintenance of specimens, bones and slides.
M.Sc Sem II - Practicals related to animal physiology.
M.Sc Sem III - Specimens of lower chordates, fishes, and Reptilia.
M.Sc Sem IV - Local fish fauna identification and fish osteology.

2. Dr. Garima Pundir Specimen of Porifera, Cnidaria, Helminthes, Arthropoda, Mollusca, Echinodermata & minor phyla
M.Sc - II Sem :- Problems of Biostatistics, Bioinformatics, powerpoint presentation
M.Sc - III Permanent slide preparation specimen of chordata, urochordata, Cephalochordata, cyclostomata & Amphibia.
Experiment based on ecology :
M.Sc - IV : Deep sea fishes, poisonous fishes, hill stream fishes, cold water fishes, water analysis

3. Dr Shashi Bala M.Sc I Sem :-
evolutionary problem stemology, Analogy
embryological evidence, Dissection of Pila
Earthworm.

M.Sc II Sem - Problems of bio statistic
& Bioinformatics,

M.Sc III Sem: Embryological slides of Chick
Frog, models, etc.

M.Sc IV Sem :- slides of Fish, Migratory
fish, electric fish, bioluminescent fish cards.

4. Dr. Kalpana Chaudhary

Sem I - Nervous system of *Poron* & *Squilla*, Stalocyst
& hastate, prepared slides of mitosis.
Squash technique, Ciliated chromosomes.

Sem II - Colour test of carbohydrate, protein, lipid,
colorimetric estimation of glucose & protein.
Enzyme amylase & invertase.

Sem III - Animal behaviour exercises.

Slides - *Urochordata*, *Cephalochordata*, *Pisces*,
Amphibia, *Reptilia*.

Sem IV - Aquarium / ornamental fishes, nets & gears,
transgenic fishes, Crustacean fishes.

5. Dr. Manju Singh

M.Sc. Sem I: slides & Museum specimen of Ph. Protozoa, Arthropoda, Mollusca, Echinodermata,

- Dissection - Nervous system of Octopus.

M.Sc. Sem II: Structure & Morphology of T4 Page. Numerical based on Population Genetics, Sex-linked inheritance.

Genetic Techniques - PCR, DNA sequencing, DNA fingerprinting.

M.Sc. Sem III: Ecology: Pond Ecosystem, Food chain, Food web.

Pyramids, Energy Flow Models.

Osteology: skull, Loose and articulated skeleton of Varanus, Fowl, Rabbit, Palates. Dissection: Internal ear & cranial nerves of Scoliodon.

M.Sc. Sem IV: Dissection: Internal Ear of Scoliodon, Weberian ossicles of Wallago, Accessory respiratory organs of Clarias & Heteropneustes, Anabas.

6. Ms Priyanka

M.Sc. Sem I: DNA replication & their plates

DNA translation & transcription - plates

Watson & Crick model, tRNA, Gene regulation

M.Sc. Sem II: Blood group typing, Human

karyotype & syndromes, Pedigree analysis

Nucleosome model, Polytene & Lampbrush

Chromosome: electrophoresis (SDS PAGE, Simple

Gel with Agarose), Blotting techniques.

Sem III - M.Sc. - Histological slides - & Embryology slides.

M.Sc. Sem IV - From Museum specimen of Cylostomus

& pieces - Permanent slide of fish

Departmental work

1. Zoology Association - Dr. Shashi Bala
Ms. Priyanka
2. Time Table - Dr. Manju Singh
3. Departmental and main Library - Dr. Kalpana Chaudhary
Dr. Shashi Bala
4. Museum ✓ - Dr. Shashi Bala
Ms. Priyanka
5. Slides - B.Sc. I Dr. Manju Singh
B.Sc. II Dr. Shashi Bala
B.Sc. III Dr. Kalpana Chaudhary
M.Sc. Previous & final - Dr. Yarima Pundir
6. Animal Stock - Dr. Shashi Bala
Checking Dr. Manju Singh
7. Furniture - Dr. Yarima Pundir
Dr. Kalpana Chaudhary
8. Breakage, Chemicals - Dr. Kalpana Chaudhary
& Glasswares Dr. Yarima Pundir ✓
9. Apparatus & Microscopes - Dr. Shashi Bala
Dr. Manju Singh
10. Impress - Dr. Yarima Pundir
Ms. ✓ Priyanka
11. NAAC / CPE / IQAC - Dr. Manju Singh
Dr. Kalpana Chaudhary

12. Cleanliness - Dr. Shashi Bala

13. Internals (B.Sc & M.Sc.) - Dr. Kalpana Chaudhary

14. Register	Practical	Theory
B.Sc. I	K.C.	G.P.
B.Sc. II	Priyanka	S.B.
B.Sc. III	Sangeeta	M.S.

M.Sc. Individually

15. Departmental Diary - Ms. Priyanka



Head
Zoology Deptt.
Ragnunath Girls' Post Gradu.
College, Meerut

July / August 2022

S. No.	Teacher's Name	Course Alloted	Classes taken
1.	Dr. Seema Jain	B.Sc <u>III</u> B-320 Unit - 3	NIL
		M.Sc Sem <u>III</u> Chordata H 3062	NIL
2.	Dr. Garima Pundir	B.Sc - <u>III</u> Biostats & Bio info, Biotechnology	$3 \times 2 = 6$
		M.Sc Sem <u>III</u> Environmental Biology	$2 \times 2 = 4$
		Minor. B.A-I Sem.	

Percentage of course completed Departmental work

—	Meeting with faculty On 2.8.22 regarding NAAC visit, stock checking, Term table & syllabus distribution
11.8.22 celebrated Azadi Ka Amrut Mahotsav with symposium on Women freedom fighters of India.	B Sc III practical 5/8 & 8/8 as internal. Classes started from 22/8 Admission in charge of B Sc Sem I started on 29/8/22.
Introduction to biostatistics basics of bioinformatics • measures of central tendency	• Depart meeting on 9.8.22 regarding work distribution • College reopens on 16 July.
Basics of Environmental Biology, file checking revision	→ Documentation for NAAC visit
Project Tiger	Academic calendar, Leave records, MRP, Research files, Diaries

College work

Duties of evening shift
as SS. Coordinator PCM (S.F)

Meeting with Principal
on 16.7.22 College reopens
NAAC visit preparation
Presentation of Principal
and IQAC Coordinator
prepared.

Deptt. NAAC presentation
on 29.8.22

Meeting of staff with
Principal on 16.7.22
discussion of NAAC
preparation.

Departmental meeting
on 2 Aug, 4 Aug, 20 Aug
B.Sc-III Practical on
5 and 8 Aug

→ Visit to uni for
startup project
with student on
27 Aug 22

→ NAAC presentⁿ with
Principal on 29.

Any Other	Remark	No. of working days	No. of leaves taken	Signature
Visit to CCS university		July-04	01 CL	<i>[Signature]</i>
SCIC Cell with students for project presentation on 27.8.22		Aug-22	01 CL 01 DL	<i>[Signature]</i>
Took practical exam as external in DAV college MZN.				
External examiner for conduction of B.Sc-II paper on 4 Aug in Swami Kalyan Dev Degree college Baghra, muzaffarnagar.			6 M.L	<i>[Signature]</i>

[Signature]

Head
Zoology Deptt.
Ragnunath Girls' Post Graduate
College.

July / August

S NO	Teacher's Name	Course Alloted	Classes taken
3	Dr. Shashi Bala	B.Sc III B-320 Applied Economic Zoology (Parasitology)	Th 02x2 = 4
		M.Sc III Sem Developmental Biology	Th 02x2 = 4
4	Dr. Kalpana Chaudhary	B.Sc. III Microbiology, ecology animal behaviour, pollution & toxicology B-322	Th 2x2 = 04 2x2 = 04 Pr
		M.Sc. Sem. III Animal Behaviour H-3065 Course - XII	Th 3x2 = 06

Percentage of course completed	Departmental work
Introduction to parasitology, types of parasitology, Pri and Sec host, Reservoir host.	Departmental meeting regarding workload on 02-08-2022

What is metamorphosis
 types of metamorphosis ⇒ class started on
 Insect metamorphosis 22.08-22 of B.Sc III & M.Sc Sem III students

- | | |
|--|--|
| - Introduction to animal behaviour | - Departmental meeting regarding workload on 02-08-2022. |
| - Migration in fish (types of migration) | - Attended 1 day "DBT Star College Scheme" workshop at Meerut College Meerut on 07-08-2022 |
| - Introduction to Ethology
- fish migration | - Classes started on 22-08-2022 for B.Sc. III. & M.Sc. Sem. III. Students |
| | - Admission of B.Sc. Sem I started from 29-08-2022 |
| | - Appraisal of 2021-2022 Submitted to IBAC on 30-08-22. |

College work

15th August celebrated

Examination duties
in July and August.

Proctorial board
mtg meeting on 18.8.22
staff meeting with
Principal mam Reza
NAAE on 18.8.22

- 15th August celebrated
- Main examination duties
in July & August
- Proctorial board meeting
with incharge regarding
area for duties on 18.8.22.
- Staff meeting with
Principal regarding
upcoming NAAE on 18.8.22.
- Meeting with Principal
regarding Maintenance
on 20.08.2022.
- Meeting with Principal &
Incharge regarding s.w.f
cultural activity on 23.08.22.

Any other	Remark	No. of working days	No. of leaves taken	Signature
Dept. meeting 2.8.2022		July-04	NIL	Shashi
		August-22	NIL	Shashi
⇒ organized Symposium on women freedom fighters on 1.8.22				
⇒ M.Sc admission In charge of Session 2022-23				
⇒ In charge of ZOOLOGY ASSOCIATION				
- Assistant controller at evaluation centre of C.C.S. University, Meerut upto 31 st July 2022.		July-04 August-22	4 DL 2 DL 1 CL	<u>Shashi</u> <u>Shashi</u>
- Conducted Practical examination of B.Sc. II at Kisan P. 4 College, Simbhaoli on 19 th July 2022.				
- Conducted Practical examination of B.Sc. II at Rudra Institute, Mauana on 20 th July 2022.				
- Conducted Practical examination of B.Sc. III on 05 August-2022.				
- Conducted Practical examination of B.Sc. II. at V.P. Apvt P. 4 College, Kaisang on 17 August-2022.				

July / August

S.No.	Teacher's Name	Course Alloted	Classes taken
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5.	Dr. Manju Singh	B.Sc. III (B-322) Microbiology, Ecology, Animal Behaviour. 1/2 Paper.	Th. $2 \times 2 = 4$
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		<u>M.Sc. SEM-III</u> Environmental Biology, H-3064.	Th. $3 \times 2 = 6$
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~~6. Ms. Priyanka~~

6.	Ms Priyanka	B.Sc III sem yr Biotechnology, Immunology Biostatistics & Bioinfor- -matics	Th. $02 \times 2 = 4$
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		M.Sc Sem III Developmental Biology	Th $02 \times 2 = 4$
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Percentage of Course completed

Departmental work

Ecosystem: Introduction to Ecology, concept of Ecosystem, Components of Ecosystem, Types of Ecosystem.

- Departmental Meeting regarding work load & NAAC preparation on 2.8.22
- Taken charge of Departmental IOAC incharge & Time Table incharge.

- Introduction to Environmental Biology. Concept of Ecosystem, Types of Ecosystem, Components of Ecosystem.

- B.Sc. III External Practical Exam on 5 & 8 Aug 2022.
- Preparation of Time-Table for Dept. (B.Sc. & M.Sc.)
- Preparation of Time Table for PG classes for college website.
- Classes (B.Sc. III & M.Sc. III sem) started on 22-8-22.
- Admission of B.Sc. I sem started on 29-8-22.
- Appraisal of 2021-22 submitted to IOAC on 30.8.22

Brief Introduction to Biotechnology & its industrial Application in different field



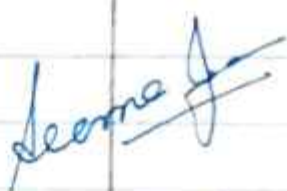
Departmental meeting regarding workload on 02-08-2022

Introduction to developmental Biology & its history.

Classes started on 22.08.22 of B.Sc. III & M.Sc. III sem
Department Students
Appraisal of 2021-22 submitted.

College work

- Preparation of departmental A&AR report for College-O-Scope for session 2021-22. Sent to concerned committee on 17-8-22.
- Meeting with Principal regarding NAAC visit, on 18-8-2022.
- Preparation of Departmental Calander.
- Preparation for Yoga day celebration, participated in meeting on 18. June 2022
- 15th August celebration
Participated in preparation of poster Making & slogan writing ^{competitions}, Rally conducted by NCC, NSS & Rangers
Organized Quiz Competition in NCC
- Exam duty in July & August
- ✓ Staff meeting with Principal on 18-8-22

Any Other	Remark	No. of working days	No. of leaves taken	Signature
conduction of B.Sc-II Practical Exm on <u>26 Aug 2022</u> at RGP College Jahangirabad.		July - 04 Aug - 22	DL - 01 (²⁶ Aug) CCL - 01 (16 Aug) CL - (2) 28, 29 July 2022.	
		July - 04 Aug - 22	-	
				
				Word Graduate Ragnur... Graduate C... .. ut

September

S.No.	Teacher's Name	Course Alloted	Classes taken
1.	Dr. Seema Jain	B.Sc III, B320	Th. 01 x 2 Pr as per schedule
		M.Sc Sem III. Chordata H-3062	2 x 2
2.	Dr. Garima Pundir	B.Sc-III Biostat & Biotechnology	2 x 2-4
		M.Sc Sem III Environmental Biology	5 x 2 = 10
		B.A Minor	

Percentage of course completed

Departmental meeting

Blood and its composition
Aquaculture
Introduction

NAAC visit on 18.9.22 & 19.9.22

Admissions of B.Sc Sem I Meeting on 30.9.22

regarding mentor mentee groups to be formed and celebration of World animal day on 4.10.22

Introduction to Chordata

Specimens of Urochordata
Cephalochordata & Cyclostomata

Practicals of MSc II & IV on 3.9.2022.

sampling & Biostats
measures of central tendency
numericals dispersion

NAAC visit on 18.9.22 & 19.9.22

Admissions of B.Sc sem I meeting on 30.9.22

regarding mentor mentee groups to be formed and celebration of world animal day 4.10.22

Biotic & Abiotic factors, Niche concept, fundamental Niche, ecological Niche

Project tiger, wild life sanctuaries
Biospheres

College work

Preparation and
conduction of
NAAC Visit on
18 & 19th Sept 2022
as IQAC Coordinator

Handing over of
Charge to Dr Neena
Batis as New

IQAC Coordinator
on 28.9.23 and

Appointed as Advisor
IQAC.

- Admissions
- Preparation regarding
NAAC
- Project Prep for
conference.
- M.Sc Practical on
3rd Sept.
- Attended vasudha
meeting regarding NAAC
Departmental
meeting 30.9.22

September

S.No.	Teacher's Name	Course Alloted	Classes taken
3.	Dr. Shashi Bala	<u>B.Sc III Applied Economic zoology</u> B.Sc III sem	$02 \times 02 = 4$
		<u>M.Sc III sem :-</u> <u>Developmental Biology</u>	$4 \times 2 = 08$ Practical - 06 Theory - 02
4.	Dr. Kalpana Chaudhary	B.Sc. III Microbiology, ecology, animal behaviour, pollution & toxicology B-322	$03 \times 02 = 06$ $02 \times 02 = 04$
		M.Sc. Sem. III Animal behaviour H-3065 Course XII	$05 \times 2 = 10$ Th = 08 Pr = 02

Percentage of course completed

Departmental work

Introduction of Trypanosoma gambiense and other species.

External Exam of M.Sc II Sem & M.Sc IV Sem on 3-09-2022

→ Vector of this disease
Pathogenicity, Control.

Zoology Practical of B.Sc II Sem on 23rd & 24th Sept 2022

→ Amphibian metamorphosis, Control, mechanism, Tissue Reactivity factor
Involves in metamorphosis

Internal examiner of M.Sc. Sem. IV Zoology Practical on 03-09-2022.

Zoology Practical of B.Sc Sem. II on 23rd & 24th September 2022.

- Cranial nerves of Wallago attu

- Ethology

- Pollution

- toxicology

- Tept - Introduction to animal behaviour.

- Photolactic & geotactic response of earthworms.
territorial behaviour of birds, feeding & learning behaviour of dog.

- General Characters of Chordata.

College work

⇒ meeting with Principal on 14.9.2022

Admission Start from 2nd Merit list started w.e.f of 2.09.2022

⇒ Open merit Admission from 10-09-2022 (10, 12, 13)

⇒ Proctorial board duties

- Attended Students Welfare committee meeting regarding NAAQ on 12-09-2022
- Admissions from 2nd Merit list started w.e.f. 2-09-2022 (2, 3, 5)
- Admissions from 1st Open merit started w.e.f. 10-09-2022 (10, 12, 13)
- Duties as an assistant chief Proctor.
- Meeting with Principal & all teachers on 14-9-2022 & 15-9-2022.

Any Other Remark	No. of working days	No. of leaves taken	Signature
<p>NAAC visited on 18th & 19th Sept 2022</p> <p>⇒ 2nd open merit list Admission from 26th, 27th, 28th & 29th</p> <p>⇒ Provincial board duties.</p>	24	1 DL 1 CCL	<u>Shashi</u>
<p>- NAAC visited on 18th & 19th September 2022.</p> <p>- 2nd Open merit list admissions from 26th, 27th, 28th & 29th 2022.</p> <p>- Conducted Zoology practical on 26th Sep 2022 at S.D. College, Muzaffarnagar.</p> <p>- Conducted Zoology practical on 28th Sep 2022 at M.M. College, Modinagar.</p>	24	2 DL	<u>(P) Shashi</u>
			<p><u>Seema</u> Head Zoology Dept. Graduate</p> <p>Ragnuna Col.</p>

September

S.No	Teacher's Name	Course Alloted	Classes taken
5	Dr. Manju Singh	B.Sc.III (B-322) Microbiology, Ecology, Animal behaviour 1/2 Paper B.Sc.I Sem (B050101T) Cytology, Genetics & In. dis M.Sc. III Sem. Environmental Biology H-3069	$3 \times 2 = 6$ $1 \times 2 = 2$ $5 \times 2 = 10$
6	Ms. Priyanka	B.Sc III yr Biotechnology, Immunology Biostats & Bioinformatics M.Sc. III Sem Developmental Biology B.A Minor Elective	$03 \times 2 = 6$ $4 \times 2 = 08$ $1 \times 2 = 2$

Percentage of course completed

Departmental work

- Introduction to Ecology, Ecosystem, Structure & function (Food chain, Pyramids); Biogeochemical cycles.
- Structure of Interphase Nucleus.
- Ecological Pyramids, Food chain, Food web. Productivity (Primary and secondary).
- Ecological Energetics, single-channel Energy Model, Y-shaped Energy Models.
- Practicals - Ecological Exercises.

- conduction of M.Sc. II Sem Practical Exam on 3-9-2022.
- Admission of B.Sc. I Sem.

- NAAC visit in the department on 18, 19 Sep. 2022.

- Practicals - Ecological Exercises.

Introduction To Biotechnology & tools used in Biotechnology.

External Exam of M.Sc II sem and M.Sc IV sem on 3/09/22
Zoology Practical of B.Sc sem II on 23rd & 24th September 2022

Basic Concepts of developmental Biology

College work

- Preparation of Meeting of students, parents & Alumni of Science Deptt. NAARPEER Team.
- Meeting with Principal (GRC) on 5-9-2022. (Committee)
- Completion of Records of 'Students Grievance & Redressal Cell.'

- Admissions of NCC Students
Preparation regarding NAAC
Meeting Attended regarding NAAC on 14-9-2022 &
15-9-2022

Any other	Remark	No. of working days	No. of leaves taken	Signature
-	Conduction of External Prac. Exam (B.Sc. II) at RKG Degree college on 1-9-22.	24	DL-1 (1-9-2022)	<u>Mishra</u>
-	Conduction of Ex. ^{Ex.} Sc. III (Micro) Prac. Exam at Khirani College, M. Nagar on 22-9-22.		DL-1 (22-9-2022)	
-	Conduction of Ex. Practical Exam. of M.Sc. II Sem at M.M. College Modinagar on 27-9-22.		DL-1 (27-9-2022)	
			= 3 DL.	

NAAC visited on 18th & 19th September 2022

CL-1 (5/09/22) Brijanka

Seema

Head
Zoology Deptt.
Ragnunath Girls' Post Graduate
College, Meerut

October - 2022

S.No.	Teacher's Name	Course Alloted	Class taken
1.	Dr. Seema Jain	B.Sc <u>III</u> B 320 M.Sc Sem <u>III</u> H 3062	Th. 01 x 2 Pr as per schedule 2 x 1 = 2
2.	Dr. Garima Pundir	B.Sc - <u>III</u> Bio - - stats & Bioinfo, Biotechnology M.Sc - <u>III</u> Sem Environmental Biology Minor elective	4 x 2 = 8 6 x 2 = 12

Percentage of Course Completed

Departmental meeting & work.

~~Blood - Formed elements~~ - Aquaculture continued.

Preparation of Quiz for World Animal Day which was conducted on 12.10.22

General characters & Classification of Pisces, Reptiles. Specimen of Pisces.

Sampling, central Tendency

Intercollegiate quiz competition on 12.10.2022 (World animal day)

Temperature, Pressure, Light; Types of biotic interactions.

wild life, Types of diet : mediterranean diet

College work

Difference between
Non Chordates & Chordates
Classification of Chordates
Specimen of Pisces

Attended Gandhi
Jayanti program on
2.10.22

Visited Ambala on
18.10.22 to attend
Sethji funeral.

Admissions &
Renewal of B.Sc &
M.Sc done and also
of B.Sc (PCM).

Departmental
meeting on 10.11.22

2nd October

Any other Remark	No. of working Days	No. of leaves taken	Signature
College closed due to Dusshera and Divali holidays.	12	7 EL	<i>[Signature]</i>

College closed on Dusshera + Divali Break.	12		<i>[Signature]</i>
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[Signature]

Pragati Graduate

October 2022

S.No	Teacher's Name	Course Alloted	Class taken
3.	Dr. Shashi Bala	<u>B.Sc I Sem :- cytology</u> Genetics & Infectious Disease Unit I & II B-05010IT <u>B.Sc III Sem</u> molecular Biology Bioinstrumentation & Biotechniques Unit VI, VII B-05020IT B.Sc III Applied & Economic Zoology B-320 M.Sc I Sem - Evolution M.Sc III Sem - Developmental Biology	$02 \times 02 = 4$ $02 \times 02 = 04 Pr$ $03 \times 02 = 06 Th$ $03 \times 02 = 06 Th$
4	Dr. Kalpana Chaudhary	<u>B.Sc. Sem. I</u> Cytology, Genetics & Infectious diseases Unit IV & V, B05010IT <u>B.Sem. III</u> Molecular biology, Bioinstrumentation & Biotechniques: Unit VI & VII B05030IT <u>B.Sc. III Year</u> Micro., Eco., Ani. beha., pollv. & Toxicology B-322 <u>M.Sc. Sem. I</u> Cell & molecular biology H-1065 <u>M.Sc. Sem. III</u> Animal behaviour H-3065	$02 \times 02 = 04 Th$ $02 \times 02 = 04 Pr$ $02 \times 02 = 04 Th$ $02 \times 02 = 04 Pr$ $02 \times 02 = 04$ $03 \times 02 = 06 Th$ $02 \times 02 = 04 Pr$ $03 \times 02 = 06 Th$ $02 \times 02 = 04 Pr$

Percentage of Course-
Completed

Departmental meeting

Plasma Membrane
Introduction, Chemical
Composition, Membrane
Protein

Inter Collegiate quiz
Competition on 12.10.2022
World Animal day

Simple microscope
Compound microscope
Phase Contrast

Renewal of B.Sc II

⇒ Different species
of Trypanosoma,
⇒ Metamorphosis
⇒ origin of life

- Mitosis, Meiosis,
cell cycle

Intercollegiate quiz
competition on 12.10.2022
(World animal day).

- Structure of gene
(DNA structure),

forms of DNA

- Introduction to
Ethology, Migration in
fishes & birds.

- Structure of DNA,
Duplication of DNA
Denaturation and
renaturation of DNA

- Pheromones, hormonal
effect on animal behaviour

College work

⇒ Proctor Duties

⇒ I - Card Signed
of B.Sc I,

⇒ 2nd October Gandhi
Jayanti

⇒ 15, 16 October - attended
International Summit (ESDA)
Paper presentation (on line)

- Meeting with Principal
regarding proposed
one day National
seminar on teaching
& learning process
for sending proposal
to NAAC. (11-10-2022)

- Meeting of Scholarship
committee regarding
to find out topper
students of U.G. & P.G.

Any other	Remark	No. of working Days.	No. of leaves taken	Signature
15-16 Oct	CESDA ^{New Delhi} Paper presentation Online on Impact of water pollution on human health	12	1 CCL	Shashi

- Conducted Zoology Practical of B.Sc. Semester III as an external examiner at M.M. College, Modinagar on 19-10-2022.

- Conducted Zoology Practical of M.Sc. Sem-I (P-562) as an external examiner at J.V. College, Baraut on 21-10-2022.

- Act as Judge in a Science Exhibition 2022 under Rajya Vigyan Shiksha Sansthan U.P. at R.G. ^Winter College, Meerut on 18-10-2022.

Head
Zoology Deptt.

Ragnunith Girls' Post Graduate
College, Meerut

S. No. Teacher's Name Course Allocated Class taken

5. Dr. Manjeet Singh
B.Sc. Sem-1 $1 \times 2 = 2$
 Cytology, Genetics & Infectious diseases.
 Unit- III & VII (B050101T)
B.Sc. Sem-III; Molecular $2 \times 2 = 4$
 Biology, Bioinstrumentation & Biotechniques (Unit VII & VIII) (B050301T)
B.Sc. III Year (B-322) $2 \times 2 = 4$
 Micro, ECO, Antibiotics, Pests, Toxicology
M.Sc. III Sem (H-3064) $3 \times 2 = 6$
 Environmental Biology.

6. Ms. Priyanka
 B.Sc III sem - $03 \times 2 = 06$
 Molecular Biology, Bio-Instrumentation & Bio Techniques (Unit III & IV) (B050201T)
 B.Sc III yr - $02 \times 2 = 04$
 Biotech, Immuno, Biostats & Bioinformatics
 M.Sc I Sem -
 Cell & Molecular Biology (H-1065)
 M.Sc III sem $05 \times 2 = 10$
 Developmental Biology (H-306)
 B.A Minor Elective $02 \times 2 = 04$

Percentage of Course Completed

- Structure of Interphase

Nucleus, (Nuclear Envelope, Nucleopore complex, Nucleoplasm, Chromatin material, Function of N.

- Colorimetry, Beer-Lambert Law

Introduction to Spectroscopy.

- Productivity & Energetics of Ecosystems.

- ~~3~~ Structure and function of some Indian ecosystems.

- Ecological succession - contd.

→ Working & principle of pH meter & Colorimeter

→ Gene regulation at different level in Prokaryotes - lac operon & operon theory

→ Historical Background & Theories of Developmental Biology.

→ Cleavage type & pattern in frog & other organisms.

Departmental work

- 12th October: World Animal Day celebrated in the Department

(Intercollegiate Quiz Competition)

Renewal of B.Sc. II Year.

Intercollegiate quiz Competition on 12.10.2022

College work

2nd October ;
Gandhi Jayanti Celebrations

2nd October :
Gandhi Jayanti Celebration
CATC Camp NCC (22-29
Oct 2022)

Nominal Roll preparation
for MH Camp & Run
for Unity

Any other	Remark	No. of working Days	No. of leaves taken	Signature
15,16 october	- Attended International Summit (ESDA) (oral paper presentation) (ONLINE)	12	CCL-2	<u>Miriam</u>

Brijanku

Seema

Head

Dept.
Post Graduate
crut

November

S.No	Teacher's Name	Course Allotted	Class taken
1	Dr. Seema Jain	B.Sc <u>III</u> B320 M.Sc Sem I H1062 Classes from 10.11.22 M.Sc Sem <u>III</u> H3062	3 x 2 Th Pr. as per schedule 4 x 2 7 x 2
2	Dr. Garima Pundir	B.Sc - <u>III</u> Bio- state & Bioinformatics & Biotechnology M.Sc - I Sem . M.Sc - <u>III</u> Sem .	4 x 2 = 8 14 14

Percentage of Course Completed	Departmental work
Pisciculture Sericulture	Meeting on 10.11.22 regarding AQAR 2021-2022 to be sent to IQAC by 22.11.22.
Introduction to Taxonomy, Role of Taxonomy, History & Taxonomy, Macrotaxonomy	First Internal Assessment exams of M.Sc Sem III 23, 25, 26, 29 NOV 2022.
Urochordata, Origin of Chordates, Cephalochordate Pisces, Ostracoderms Ferns & Scales in fishes Urinogenital System	Mentor - Mentee lists of all faculty members was prepared & given
Regression, Dispersion	Departmental meeting on 10.11.22.
Taxonomic Collection classification, Pearl culture	1st Internal assessment Examination of M.Sc-IV on 23, 25, 26 + 29 NOV
Niche concept fundamentals of Niche, Biogeographic realms,	

College work




Admissions of
M.Sc Sem I and
renewals of B.Sc.
& B.Sc PCM (S.F.).

Convened Speech
competition on 3.11.22
"Pragati se Prakriti Path"

Attended FDPs

resource person organised
by Plant Conservation
Society & IQAC.

Meeting of HODS with
Principal on 19.11.22 →

Any other	Remarks	No. of working Days	No. of Leaves taken	Signature
→ 19.11.22	Code & paper name on Timetable Permanent teachers to take UG NEP classes.	24	3 Comp. cl	
	Co-curricular Internal to be done by rotation by different deptt.	24		
				

Head
 Zoology Deptt.
 Ragnunath Girls' Post Graduate
 College, Meerut

November 2022

S.NO	Teachers Name	Course Alloted	Class taken
3	Dr Shashi Bala	B.Sc I sem cytology Genetics & Infectious Disease Unit I, II B-05010IT B.sc III sem Molecular Biology Bio instrumentation Biotechnology Unit VI, VII B-05020IT B.Sc III Applied & Economic Zoology B-320 M.Sc I sem Evolution M.Sc III sem - Developmental Biology	$4 \times 2 = 08$ $3 \times 2 = 06$ $3 \times 2 = 06$ $6 \times 2 = 12$ $7 \times 2 = 14$
4	Dr. Kalpana Chaudhary	<u>B.Sc. Sem. I</u> Unit IV & V B05010IT <u>B.Sc. Sem. III.</u> Unit I & II B05020IT <u>B.Sc. III</u> Unit III & IV B-322 <u>M.Sc. Sem. I</u> Cell & Mol. biology H-1065 <u>M.Sc. Sem. III</u> Animal behaviour H-3065	$04 \times 02 = 08$ Th $04 \times 02 = 08$ Py $03 \times 02 = 06$ Th $04 \times 02 = 08$ Py $04 \times 02 = 08$ $12 \times 2 = 24$ $03 \times 02 = 06$ $06 \times 2 = 12$ $05 \times 2 = 10$

Percentage of Course Completed

Departmental work

Departmental meeting on 10-11-22 regarding report to be sent to IQAC

• Centrifugation, flow cytometry.

I³⁺ Internal assessment examination on M.Sc

• Origin of life, Lamarckism M.Sem 25, 26, 23, a

• Teratogenesis, Fertilization, 29 NOV 2022

• Complete and Incomplete

- Law of Dominance, Law of segregation, Law of Independent assortment

• Departmental meeting on 10-11-2022 regarding report to be sent to IQAC

- Transcription, activation of amino acids & translation in Prokaryotes.

• 1st Internal assessment Examination of M.Sc. Sem. IV

- Taxes, reflexes, circadian & circannual rhythms

On 23, 25, 26 & 29 NOV. 2022

- Central dogma, Transcription & translation (Protein synthesis)

- Social organisation in insects & primates, Role of different parts of brain in animal behaviour.

College work :

Organized Speech Competition
on 3rd Nov 2022 Pragati's e.
Prakrati Path (Interdept)

⇒ Attended Program on
11th Nov was organized by
activity club of R.L. College.

⇒ Attended Workshop / FDP
was organized 14.11.22 to 18.11.22

by Dept of Botany Plant
Conservation Society

⇒ Renewal of B.Sc II,
III

- Interdepartmental speech competition "Pragati se Prakrati Path" on 03-11-2022.
- Meeting of organizers of speech competition (with winners) with Padam Bhushan Dr. Anil Joshi on 05-11-2022 at C.C.S. University, Meerut.
- Meeting of hostel committee on 18-11-2022.
- related to Miss fresh face programme organized under SWR on 21-11-2022.
- Meeting of Vayudha Eco club green campus on 23-11-2022.

Any other	Remark	No. of Working Day	No. of Leaves Taken	Signature
⇒ Prepare Mentor Mentee list for AQAR		24	1 (CL)	Shashi
⇒ Attended Program Samman Samroh on 5th Nov was organized by Dept of Environmental Science C. C. S. Uni Meerut on Pragati Se Prakati Path Yatra with students				
- Meeting of film club members with Principal regarding to create a sensitized Institutional environment for students on 25-11-2022		24	1 DL	Chaudhary
- Inauguration of students welfare association on 29 Nov 2022.				
- Lecture delivered "On-Campus Composting: How to start, evolve, and Overcome challenges in a workshop/ FOP organized by department of Botany (Plant conservation society) from 14-11-2022 to 18-11-2022."				

Leena
Head
Zoology Deptt.

Ragnunath Girls' Post Graduate
College, Meerut

S.No	Teacher's Name	Course Alloted	Class taken
5.	Dr. Manju Singh	B.Sc. Sem-1 : Cytology, Cytogenetics, Infectious diseases. (B050101T) Unit III & VII.	5 x 2 = 10
		B.Sc. Sem-III, Molecular Biology, Bio instrumentation & Biotechniques (B050301T) Unit (VII & VIII)	4 x 2 = 8
		B.Sc. III year (B-322) Micro, Ecology, Ani. Behaviour 1/2 Paper.	4 x 2 = 8
		M.Sc. Term-I. Nonchordata (H-3062) 1/2 Paper	7 x 2 = 14
		M.Sc. Sem-III : Environmental Biology (H-3064) 1/2 Paper.	6 x 2 = 12
6	Ms. Priyanka	B.Sc Sem III - Molecular Biology, Bio Instru mentation & Biotech. Unit III & IV B050201T	04 x 2 = 08
		B.Sc III year Biotech, Immuno, Biostats & Bioinformatics	03 x 2 = 06
		M.Sc I sem Cell & Molecular Biology H-1065	08 x 2 = 16
		M.Sc III sem Developmental Biology H-306	06 x 2 = 12
		B.A Minor Elective	03 x 2 = 06

percentage of course completed

Departmental Work

- | | |
|--|---|
| <ul style="list-style-type: none"> → Structure of chromosomes, Introduction to Nucleic Acids, Structure of DNA mole. Watson-Crick Model of DNA, significance, Structure of RNA. TYPES of RNA & DNA. | <ul style="list-style-type: none"> - Departmental Meeting on 10-11-2022 regarding report to be sent to IQAC. |
| <ul style="list-style-type: none"> → Spectrophotometry, pH, pH-meter, Buffer solution. Measurement, Application & safety measures of Radio-tracer techniques. Contd. | <ul style="list-style-type: none"> - 1st Internal Assessment Examination of M.Sc. III sem on 23, 25, 26 & 29 Nov. 2022 - (Preparation of Q.P. & Evaluation) |
| <ul style="list-style-type: none"> → Ecological niche, abiotic & biotic factors, Population: characteristics & regulation. contd. | <ul style="list-style-type: none"> - Prepared A&AR on Excel-sheet & sent to IQAC as IQAC Departmental Incharge. |
| <ul style="list-style-type: none"> → <u>Protozoa</u>: General characters, outline classification, organelles in Protozoa, Locomotion, Reproduction in Protozoa, <u>Annelida</u> - classification, segmentation, coelom, Excretory sys., Regeneration, <u>Arthropode</u> - features, classification, Integumentary, Respiratory sys. | |
| <ul style="list-style-type: none"> → Succession completed, concept of climax, Environmental Pollution, Global Environmental change, Biodiversity status: <u>Ornithology</u>: Vulture, Pigeon, Rabbit. | |
| <ul style="list-style-type: none"> → Working principle & Application of chromatography. | <ul style="list-style-type: none"> Departmental Meeting on 10/11/2022 regarding report to be sent to IQAC |
| <ul style="list-style-type: none"> → Regulation of gene expression in Eukaryotes: Role of | |
| <ul style="list-style-type: none"> → Chromatin in gene expressions | <ul style="list-style-type: none"> - 1st Internal Assessment Examination of M.Sc III sem |
| <ul style="list-style-type: none"> → Regulation at transcriptional level & Post transcriptional | <ul style="list-style-type: none"> on 23, 25, 26, & 29 Nov 2022 |
| <ul style="list-style-type: none"> → Gastrulation - Process, different type of Movements | <ul style="list-style-type: none"> (Preparation of Question paper & Evaluation) |
| <ul style="list-style-type: none"> → Introduction to cell Biology & Plasma membrane structure & function | |


College work

- Interdepartmental speech competition "Pragati Se Prakriti Path" on 3-11-2022.
- Meeting of "Student Redressal Committee" on 29-11-2022
- Meeting of "Student Redressal committee" with Principal on 30-11-2022 .

- Interdepartmental speech competition "Pragati Se Prakriti Path Yatra" on 3-11-2022

- Conducted Entrance Exam for NCC 1st year on 10 Nov 2022

Any other	Remarks	No. of working Days	No. of leaves Taken	Signature
- Attended International conf. (Grefi) presented paper (oral presentation on line) on 22-11-2022.	presented.	24	Compensatory leave - 14 Nov. & 20 Nov. = (02)	M. Singh
		24	CL - 01	Bijendra


 Head
 Zoology Deptt.
 Ragnan Girls' Post Graduate
 College, Meerut


Dec. 2022

S.No	Teacher's Name	Course Alloted	Class taken
1.	Dr. Seema Jain	B.Sc III B-320 M.Sc Sem I H1062 M.Sc Sem III H 3062	02 x 2 Th Pr. as per schedule 3 x 2 = 10 6 x 2 = 12
2	Dr. Garima Pundir	B.Sc-III Biostat & Bioinformatics & Biotechnology	4 x 2
		M.Sc - I Sem	14
		M.Sc - II sem	14

Percentage of Course Completed	Departmental work
Apiculture Lac culture	PTM of M.Sc Sem III was conducted on 7.12.22 Second internal
Linnean hierarchy Concept of Species, Types of Species. Reptiles, Dinosaurs Skeleton of Turtle Revision, Q.P. discussed for university exams.	assessment exams of M.Sc Sem III conducted on 8, 9, 10, 12 Dec. 2022 PTM of B.Sc (PCM) Sem I & III Conducted on 19.12.22
standard deviation coorelation, standard Error	Parents teacher meeting of M.Sc. III Sem conducted on 7.12.22
Apiculture, sericulture Pisciculture leather Industry.	second internal exams. of M.Sc Sem III conducted on 8, 9, 10, 12 Dec 22
species interaction Temperature & light	

College work

Conducted Back
paper exams of
University on 20, 22,
~~22~~ Dec '22 as S.S.
Attended Infilinet
workshop on 19.12.22
Meeting of IQAC on 19.12.22
with Principal and
departmental incharges
AQAR 21-22 reviewed

Any other	Remarks	No of Working Days	No of leaves taken	Signature
	Chaired the session on 2nd day as Exe - IQAC Coordinator on 22.12.23 in National Conference Exam meeting (Back papers) on 19.12.22	19	6 EL	

19.





Head
 Zoology Deptt.
 Ragnun... Post Graduate
 College, Meerut

December 2022.

S.No	Teacher's Name	Course Alloted	Classes taken
3.	Dr Shashi Bala	<u>B.Sc I sem Unit</u> I, II B-05010IT <u>B.Sc III sem B 05021T</u> Unit VI, VII. <u>B.Sc III Applied &</u> <u>Economic Zoology B-320</u> <u>M.Sc I - Evolutionary</u> <u>Biology</u> <u>M.Sc II - Developmental</u> <u>Biology</u>	
4.	Dr. Kalpana Chaudhary	<u>B.Sc. Sem. I</u> Unit IV & V B05010IT <u>B.Sc. Sem. II.</u> Unit I & II. B05030IT <u>B.Sc. III Year</u> Unit III & IV B-322 <u>M.Sc. Sem. I</u> Cell & Molecular Biology <u>M.Sc. Sem. II</u> ^{H-1065} Animal Behaviour H-3065	04 x 02 = 08T 04 x 02 = 08P 03 x 02 = 06 Th 04 x 02 = 08 Pr 03 x 02 = 06 10 x 2 = 20 06 x 2 = 12

Percentage of Course completed	Departmental work
<ul style="list-style-type: none"> PH-meter, electronic balance, chromatography 	Parent Teacher meeting of M.Sc III sem Students on 7-12-2022 regarding their ward performance
<ul style="list-style-type: none"> cytoskeleton, microtubule and microfilaments, filaments protein 	and Short attendance ⇒ Second Internal
<ul style="list-style-type: none"> Wild Life of India 	Assessment Examination
<ul style="list-style-type: none"> Lamarckism, Darwinism 	of M.Sc III sem on
<ul style="list-style-type: none"> genomic equivalence genomic maps 	8, 9, 10 & 12 Dec 2022
<ul style="list-style-type: none"> - Monohybrid cross, dihybrid cross, Back and test cross, Incomplete dominance, Haemophilia. 	- Parents (of M.Sc. Sem. III students) - teachers meet on 07-12-2022 regarding their ward performance and attendance.
<ul style="list-style-type: none"> - Structure of ribosome, transcription & translation in Eukaryotes. 	- Books provided to M.Sc. Sem. I students from Book-Bank of College Library on 19-12-2022.
<ul style="list-style-type: none"> - Instinct, motivation - Mitosis, Meiosis, cell cycle - Apoptosis, necrosis, gene regulation 	- Second Internal Assessment Examination of M.Sc. Sem. III. on 8, 9, 10 & 12 Dec 2022.
<ul style="list-style-type: none"> - Domestication, Biological rhythms (circadian & circannual), Navigation. 	- Pre submission seminar of Ph.D (Pragati) on 17-12-2022.

College work

Attended Seminar
and paper presentation
on "Effect of Teacher
Induction program
on student's
Dept of Education R.G.P. 4
College on Induction
Training for Teachers
at higher Education
Institute 21 & 22 Dec.
2022.

- Meeting with Principal regarding 2 days National conference on Induction training for teachers.
- Meeting with Principal regarding back paper examination for responsibility of S.S on 09-12-2022.
- Meeting with head of library regarding Inlibnet & delnet on 19-12-2022.
- Meeting of Re-skilling cell with incharge on 15-12-2022.

Any other	Remark	No. of working days	No. of leaves taken	Signature
	Attended workshop in library regarding Inflibnet & Delnet on 19-12-2022	19	2 CCL	<u>PLAS 4</u>
	- External Examiner of left out Zoology Practical of B.Sc. Second and M.Sc. Previous at D.M. College, Meerut on-16-12-2022.	19	1 CCL	(H) <u>Handwritten</u>
	- Convenor of National conference "Induction training for teachers at higher education institutes (HEIs): Today's need for enhancing quality of higher education on 21 & 22 December 2022.			

Seema

Head
Zoology Deptt.
Ragnunath Girls' Post Graduate
College, Meerut

S. No. Teacher's Name	Course Allotted	Classes Taken
5. Dr. Manju Singh	B.Sc. Sem I : Cytology, Genetics Infectious Diseases. (B050101T), Unit-III, VII	3 x 2 = 6
	B.Sc. Sem III : Molecular Biology, Bio-instrumentation & Bio- techniques. (B050301T) Unit- VII & VIII	3 x 2 = 6
	B.Sc. III Year : (B.322) Micro, Ecology, Av. Beha. 1/2 Paper.	4 x 2 = 8
	M.Sc. Sem I : Non-chordata (H-1062) 1/2 Paper.	5 x 2 = 10
	M.Sc. sem-III : Environmental Biology (H-3064) 1/2 Paper,	6 x 2 = 12
6. Ms. Priyanka	B.Sc Sem III Molecular Biology, Biinstrum- entation & Biotech Unit III & IV B050201T	03 x 2 = 06
	Bsc III year Biotech, Immuno, Biostat & Bio Informatics	02 x 2 = 04
	Msc I sem Cell & Molecular Biology H-1065	05 x 2 = 10
	Msc III sem Developmental Biology H-306	03 x 2 = 06
	BA - Minor Elective	03 x 2 = 06

Percentages of course Completed.

- Structure of chromosomes, class. Test, Human karyotype. contd.
- Radiotracer compounds, Radiotracer techniques. Detection of Nucleic-acids by Gel-Electrophoresis, DNA Sequencing.
- Population; characteristics & regulation completed. Ecological Succession: Types, Prouis, Hydrosere, lithosere; Xerosere on Rock. Microbial Succession. Polyclimax theory.
- Respiration in Arthropods, Larval forms in Crustacea. Ph. - Oxychophora, characteristic Features & classification of Mollusca.
- Monitoring and Documentation of Biodiversity. Major drivers of Bio. diversity, Management & approaches. Osteology (Practical) - Varanus, Fowl, Rabbit.

→ Regulation of Gene Expression in Eukaryotes: Translational & Post Translational Modifications.

→ working, principle, functioning of Microsome & Microscopic techniques.

→ Aging, Cytoskeleton, Structure & dynamics of Microtubules, actin filament, I.F, cell organelles. Aging - Introduction & Causes, Telereology.

Departmental Work.

- Parent - Teacher Meet on (7-12-22) of M.Sc. III sem students
- second internal assessment examination of M.Sc. III sem on 8, 9, 10 & 12 Dec. 2022. Paper setting & Evaluation.
- Pre-Submission Seminar of Ph.D (Pragati) on 17-12-2022.
- 16-20 Dec. 2022

Data for Advance and slow Learners, was prepared along with tutorial session (2021-22) record for TAAC.

→ Parent - Teacher Meet on (7-12-22) of M.Sc. III sem students

→ Second Internal Assessment Examination of M.Sc. III sem on 8, 9, 10 & 12 Dec 2022.

(Paper setting & Evaluation)
→ Pre Submission Seminar attended (PhD student Pragati) on 17-12-2022)

College work

19, 20 Dec - 2022

Attended FDP (Library)

20 Dec : Meeting with
Principal as IBAC
Departmental Incharge.

21-22 Dec. 2022:

Attended two days National
Conf. (R.C.P.A college, Meerut)

19, 20 Dec 2022

Attended FDP (Library)

First Grade, ANO Parents-Cadet
Meet & Rank Ceremony
(NCC)

Any other	Remarks	No. of Working Days.	No. of Leaves taken.	Signature
→	Oral presentation in 'National conference' " Induction training for teachers at higher Education Institutes " on 21-22 Dec. 2022.	19	01 (compensatory)	<u>M Singh</u>

21-22 Dec 2022	Attended two days National Conf & Induction training for teachers at higher Education Institution on 21-22 Dec 2022	19	-	<u>Priyanka</u>
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Seema J

Head

Zoology Deptt.

Rajm. s' Post Graduate

Meerut

Jan. 2023

S.No.	Teacher's Name	Course allotted	Classes taken
1.	Dr. Seema Jain	B.Sc <u>III</u> B 321	NIL on ML.
		M.Sc Sem I H 1062	Online classes $4 \times 2 = 8$ due to ML
		M.Sc Sem <u>III</u> H 3062	$2 \times 2 = 04$
2.	Dr. Garima Pundir	B.Sc III year	Syllabus completed Revision 6×2
		M.Sc Sem I	
		M.Sc - Sem <u>III</u>	$5 \times 2 = 10$
		B.A. I year Minor.	

Percentage of Courses Completed

Departmental Work

NIL

Conduction of Internal exams of B.Sc Sem I & III

Remedial classes for B.Sc III

Meeting on 24.1.23

Internal examiners for external practical exams of B.Sc & M.Sc were appointed. Review of syllabus completion.

1st & 2nd Internals done. Modern trends in Taxonomy, Biological Control, Biological Indicators
Internal exam of Scoliodon, cranial Nerves, Hook test of Specimens. Revision & Practical Work.


Revision in class of Bioinformatics exercise

Internal exams of B.Sc Sem I & III, Remedial

ICZN, International code of Zoological Nomenclature, Leather Industry & its importance
piggy


Meeting on 24.1.23.

Biomes, Theories of Island Biogeography, fundamental niches, Population & Community concept.

Any other	Remarks	Total Working day	Leaves taken	Sign
	On ML for 3 week.	22	19 ML	

22





Head
Zoology Deptt.
Ragnunata Girls' Post Graduate
College, Meerut

January 2023

S.No	Teacher's Name	Course Alloted	Classes taken
3.	Dr. Shashi Bala	<u>B.Sc I Sem (BOS0101D)</u> cytology, Genetics, & Infectious disease Unit I, II) <u>B.Sc Sem III (BOS0301D)</u> molecular biology, Bioinstru- mentation Unit VII, VIII <u>B.Sc IIIrd (B-320)</u> Applied & Economic Zoology <u>M.Sc I Sem</u> : H-1062 Evolutionary Biology <u>M.Sc III Sem</u> : Developmental Biology	$02 \times 2 = 04$
4.	Dr. Kalpana Chaudhary	<u>B.Sc. Sem. I (BOS0101T)</u> Cytology, Genetics & Infect- ious diseases. Unit IV & V <u>B.Sc. Sem. II (BOS0301T)</u> Molecular biology, Bioinstru- mentation & Biotechnology. Unit I & II <u>B.Sc. III Year (B-322)</u> Micro, eco., ani. beh., pollution & toxicology Unit III & IV <u>M.Sc. Sem. I</u> Cell & mole. biology H-1065 Unit 1(a), Unit 3 & Unit 5 <u>M.Sc. Sem. III</u> Animal behaviour H-3065	$03 \times 2 = 06$ $03 \times 2 = 06$ $04 \times 2 = 08$ $03 \times 2 = 06$ $03 \times 2 = 06$ $06 \times 2 = 12$ $03 \times 2 = 06$

Percentage of course completed

- ⇒ Structure of mitochondria, function. cell respiration.
- ⇒ flow cytometry cell fraction.
- ⇒ Different Sanctuary and National parks in wild life of India
- ⇒ mutation theories.
- ⇒ spermatogenesis
- Colour blindness, Sex determination, apoptosis, deproteomes
- Learning and memory. Introduction of Toxicology.
- Colorimetric estimation of protein, Prokaryotic & Eukaryotic cells.
- CDKs
- Cancer

Departmental work

- ⇒ Question Paper setting for Internal Exam of B.Sc I Sem, III Sem
- ⇒ Internal Exam of Theory & Practical Conducted on 16-1-2023
- ⇒ Ist Internal Exam (M.Sc) of 16th, 17th, 18, 19th Jan & 28, 30, 31 Jan & 1 Feb 2023
- Question paper setting for Internal examination of B.Sc. Semester I & II (Internal Exam of Theory & Practical conducted on 16-01-2023)
- First Internal Assessment Examination of M.Sc. Sem. I conducted on 16th, 17th, 18th & 19th January 2023.
- Second Internal of M.Sc Sem I 28, 30, 31 Jan & 1 Feb 2023.

College work

- Examination duties of Back paper & main papers of P.G. Classes Semester III. as an S.S. from 17-01-23.
- Film club meeting with Principal regarding future plan of showing documentary to students on 10-01-2023.
- Rally by Students of Vajradha Eco Club on 24-1-2023. Topic "Save trees".

Any Other	Remark	No. of working days	No. of leaves taken	Signature
		21	M.L from 24 th Jan - 23 Feb	<u>Shashi</u>
	<ul style="list-style-type: none"> - Visit to Jaivik Krishi farm, vell-Bhamosi, Block - Sardhna to gain knowledge about organic farming, mixed farming (cropping) as well as Animal husbandry on 03-01-2023. - Documentary film 'Jal' - National Award winning arranged for girls in Auditorium by Dr. Kalpana Chaudhary on 28-01-2023. - Meeting with Principal (Re-skilling committee) regarding FDP on Research Methodology on 31-01-2023. 	21	2 CCL	<u>Phoddy</u>

S.No	Teacher's Name	Course Alloted	Classes taken.
5.	Dr. Manju Singh	B.Sc. Sem-1 : Cytology, Genetics, Infectious Diseases (B050101T), Unit III, VII	01x2=02
		B. Sc. III sem. Mole. Biology, Bio-instrumentation & Biotechniques. (B050301T) Unit VII & VIII	3x2=6
		B.Sc. III Year : (B.322) Micro, Eco. Animal Behaviour 1/2 Paper.	3x2=6
		M.Sc. I sem: Non-chordate 1/2 Paper (H-3062)	
		M.Sc. III sem. : Environmental Biology (H-3064) 1/2 Paper.	

6. Ms Priyanka

B.Sc III sem
Molecular Biology, BioInstrumentation & Biotech Unit III & IV
B050201T

BSc III year
Biotech, Immuno, Biostats & Bioinformatics.

Msc I sem
Cell & molecular Biology H-1005

Msc II sem
Developmental Biology H-306
B.A Minors Elective

Percentage of Course Completed

- Human karyotype completed.
- Chromosomal anomalies.
- Polymerase chain reaction, DNA fingerprinting, Restriction maps & RFLPs.
- Adaptation: Introduction, Terrestrial, Aquatic, Arboreal, Aerial, Volant.
- Foot & shell in Mollusca
- Torison, Detorsion in Gastropoda, Echinodermata - classification, skeleton, larval forms.
- Conservation Biology - Zoological Parks, Sanctuary, Biodiverse Reserves, Osteology
- Gene regulation in Eukaryotes through RNAi & Gene Silencing, protein folding & modifications.
- TEM & SEM, Gel Electrophoresis technique, its principle & functioning.
- Nucleus, Cell communication, Signalling, Cell adhesion & Cell Junctions.
- Neoplasia - Etiology, growth & diff. of tumor cells.

Departmental Works

- B.Paper Setting & Evaluation
- Conduction of Internal assessment test of B.Sc. I & III Sem (theory & Practical) on 16-1-2023.
- Conduction of M.Sc. I sem. Internal assessment (Ist & IInd internal) 16 Jan to 19 Jan & 28 Jan to 31 Jan.
- Mentor Mentee Meeting of B.Sc. I & III Sem students.

Question Paper & Evaluation
Conduction of Internal assessment test of B.Sc. I & III sem (Theory & Practical)

- Conduction of M.Sc. I sem Internal Assessment (Ist & IInd Internal) 16 Jan to 19 Jan, 28 Jan to 31 Jan
- Mentor Mentee Meet of B.Sc. Ist Sem.

College Work

- Examination duties of Back paper and main papers of PG. classes Sem. III.
- Opening of complaint box No. 2 (Student Redressal cell) on 18-1-2023. Found one suggestion. Taken action on the suggestions received by student of B.Sc. Food Sc.
- Meeting with Principal on 20-1-2023 regarding Student Redressal Committee.

→ Preparation for 26 Jan 2023 (NCC) Republic Day.

→ LMS Meeting with Principal on 06-01-2022 regarding software development & Interface System.

Any other	Remark.	No. of Working Days.	No. of Leaves taken	Signature
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Oral presentation in National Conference. "Environmental wellness" Organised by Zoology Deptt. M.M.H college, Ghaziabad. on - 28-29 Jan 2023.			1 CCL	<u>Meinsh</u>
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			06ML 01CL	<u>Priganka</u>
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Leema

Head
Zoology Deptt.
Ragnunath Girls' Post Graduate
College, Meerut

February 2023

S.No	Teacher's Name	Course Allotted	Classes taken
1	Dr. Geema Jain	B.Sc <u>III</u> B 321	03 x 2 Th Pr as per schedule
		M.Sc Sem I H 1062	NIL
		M.Sc Sem <u>IV</u> H 4068 B	8 x 2
2.	Dr. Garima Pundia	B.Sc. <u>IV</u> sem.	3 x 2 = 06.
		M.Sc - I Sem	NIL (Revision of Practical)
		M.Sc - <u>IV</u> sem.	3 x 2 = 6.

Percentage of Course Completed

Departmental Work

Concept of Immunity
Types of Immunoglobulins
Antibodies, Antigens

Immunological reactions
& Vaccines
University exams
of Sem I (3rd - 14th Feb)

Symposium on G20
Introduction and

Identification chart of
Local fishes. 4 Channa
species done. Participated
in G20 Symposium & Youth festival.

Practical exam of M.Sc
Sem III conducted on 4.2.23
on 25.2.23

Meeting of all
science faculty as
Convener of Science
Day celebration on
28.2.23. Program on
Intercollegiate Article
Writing competition.

Concept of computer,
component of computer

University exams of
sem I (3rd - 14 Feb)

Digestion in fishes,
Deep sea adaptations




Practical exams of
M.Sc Sem III conducted
on 4.2.23.

organised Science
day on 28.2.23
as organising secretary
Intercollegiate Article
writing competition.

College work

G-20 symposium on
13.2.23 under
RGPGIC as President

Youth festival
in college from
21-25 feb.

Any other	Remark	No of working days	No of leaves taken	Signature
			2 CL 1 Comp CL	
		23		
				

Head
 Z. Deptt.
 Raghunath ... Post Graduate
 College, Merut

S.No	Teacher's Name	Course Allotted	Classes taken
3.	Dr Shashi Bala	<u>B.Sc Ist Sem</u> Cytology, Genetics Infection, Disease B050101T <u>B.Sc II Sem^o.</u> Molecular Biology & Instrumentation, Biotechniques B050301T B.Sc III rd Year. Economic Zoology. Parasitology M.Sc I, II Sem. Evolution, Develop mental Biology	<u>07</u> <u>M.L</u>
4.	Dr. Kalpana Chauhan	<u>B.Sc Sem. I</u> Cytology, Genetics, & Infections diseases B050101T <u>B.Sc. Sem. II-</u> Molecular Biology & Instrumentation & Biotechniques B050301T <u>B.Sc. 3rd Year</u> Microbiology, & Eco, Animal behaviour, pollution & Toxicology M.Sc. Sem. III B-322 Cell & molecular biology H-1065 <u>M.Sc. Sem. IV</u> Applied Fisheries H-4069 course XVI-B	Th 03 x 02 = 06 Pr. 02 x 02 = 04 Th 02 x 02 = 04 Pr. 02 x 02 = 04 Th. 02 x 02 = 04 Pr. 03 x 02 = 06 Pr. 04 x 02 = 08 Pr. 02 x 02 = 04

Percentage of Course Completed

→ on M.L (24th Feb)

Departmental Work

Science day celebrated on 28th Feb 2022.

- Cell Signalling (Cell transduction), Sex determination

- Genetic code

- Toxicology, LD₅₀ dose

- Introduction to fisheries, Drag net

- Transportation of fresh fishes

- Evaluation of Answer books of M.Sc. Sem. I (Second Internal Assessment Examination).

- External Practical of M.Sc. Sem. III on 04-02-2023.

- Science day on 28-02-2023.

- External Practical (Zoddy) Examination on 01-03-2023 of M.Sc. Sem. I

- Science day celebrated on 28th Feb 2022.

College work

Attended youth festival & Founders day of college on 25th Feb & 27th

- Meeting of R. J. (P. J.) Innovation Centre Committee on 06-02-2023 regarding symposium of 13th Feb.
- Meeting with Principal regarding Youth festival on 08-02-2023
- 1st day of FDP on research methodology attended.
- Youth festival 21st to 25th Feb 2023.
- 27th Feb foundation day.

Any other	Remark	No of working days/leave taken	Signature
National science day was celebrated on 20 Feb by science dept.	23	23	<u>Shashi</u>
		23	<u>(K) Kanally</u>
			<u>Seema</u>
			Head Zoology Deptt. Ragnunath Girls' Post Graduate College, Meerut

S.No	Teacher's Name	Courses Allotted	Classes taken
5.	Dr. Manju Singh	B.Sc. Sem-1 ; Cytology Genetics, Infectious diseases. (B050101T) Unit III & VII	4 x 2 = 8
		B.Sc. III sem ; Mole. Biology, Bio-instru- mentation & Biotechniques. (B050301T) Unit VII & VIII	3 x 2 = 6
		B.Sc. III rd year (B-322) Ecology, micro biology. Unit - 1 & Paper.	4 x 2 = 8
		M.Sc. II Sem ; stem thom. II sem Genetics 1/2 Paper.	8 x 2 = 16
		M.Sc. IV sem ; Applied fisheries - 4069, 1/2 Paper	6 x 2 = 12
6.	Ms Priyanka	B.Sc III Sem Molecular Biology, Bioinstru- mentation & Biotech Unit III & V (B050201T)	04 x 2 = 8
		B.Sc III year Biotech, Immuno, Biostat & Bio Informatics	03 x 2 = 6
		M.Sc I sem Cell & Molecular Biology	08 x 2 = 16
		M.Sc IV sem fish culture & its importance	06 x 2 = 12
		B.A I muncs - importance	02 x 2 = 04

Percentage of Course Completed

Departmental Work

- Revision of Human karyotype, Chromosomal Anomalies, Autosomal Recessive Inheritance, Autosomal dominant Inheritance
 - Southern Blotting (DNA separation technique), Northern Blotting, Western Blotting.
 - Revision of Adaptations, Introduction of Microbiology, Structure of Bacterial cell.
 - Practical work (Non-chordata), Introduction to Genetics, Dissection of Octopus.
 - Introduction, Definition of Fisheries, Pisciculture, Objectives of Pisciculture in South East Asia & India.
 - Division of lac operon & trp operon
 - Principle of Gel Electrophoresis & its Application (Rev)
 - Cell signalling - G protein coupled receptor, JAK/STAT, RTK signalling.
 - Ecosystem & Productivity of Freshwater Ecosystems
 - Project Tiger.
- Evaluation of answer books of M.Sc. Sem-I (Second Internal Assessment Examination).
- External Practical Exam of Msc III Sem on 04-02-2023.
- Practical → Identifications of fishes started.
- Induced breeding - started.
- Evaluation of answer sheet of M.Sc Sem I (second internal Assessment Exam)
- External practical of M.Sc Sem III on 04-02-2023
- Science day on 28-02-2023
- External Practical Exam of Msc I sem on 01/03/2023

College work

- Attended symposium on GI-20 on 13-2-2023 at RGPV College, Meerut.
- Attended FDP from 11-2-2023 to 17-2-2023 at Drawing Deptt. RGPV College, Meerut.
- Attended Youth festival from 21-2-2023 to 25-2-2023.
- Represented College at NCC BN. for wetland day celebration on 2/02/2023
- Attended FDP from 11/2/2023 to 17/2/2023 on New trends in Research at Drawing Dept. RGPV College
- Attended Youth festival from 21/2/2023 to 25/2/2023

Any other	Remark	No. of working days	No of leaves taken	Signature
-	Celebrated 'Scien Day' in the faculty of Science on 28-2-2023.	23	01 - CCL	<u>M Singh</u>
Participated in	Faculty Induction Programme organised by GADTLG from 25 Feb to 27 March.	23	00	<u>Priyanka</u>
				<u>Arunima</u> Head

Zoology Dept.
Ragnunath Mills' Post Graduate
College,

March 2023

S.No	Teacher's Name	Course Allated	classes taken
1.	Dr. Seema Jain	B.Sc <u>III</u> B-321	Course Completed
		M.Sc Sem <u>II</u> H 2064	$5 \times 2 = 10$
		M.Sc Sem <u>IV</u> H 4068 B	$8 \times 2 = 16$
2.	Dr Garima Pundir	B.Sc- <u>III</u>	course completed
		M.Sc. Sem <u>II</u>	$5 \times 2 = 10$
		M.Sc <u>IV</u> sem	$6 \times 2 = 12$ Pr & theory

Percentage of Course Completed	departmental work
Annual Exams From 20.3.23	Celebration of World Wildlife day on 4.3.23 & Prize distribution
Practical external on 1.3.23. Blood, Plasma, formed elements, Blood groups, Blood coagulation Contd. Local fish fauna (13 spp). Introduction & History of Fishery Sciences World Fisheries, Indian Fisheries, Aquaculture & Bionomics	Ext. Practical Exam of M.Sc Sem I on 1.3.23 Meeting on 15.3.23 Syllabus distribution of B.Sc Sem II & IV, classes of M.Sc & syllabus review.
Basics of statistics, central tendency, sampling, components of computer, M.S office	external exam conducted on 1.3.23.
Hill stream fishes, cave adaptations in fishes, poisonous fishes. Assignment & Practical work.	celebration of world sparrow day on 20 march.

MARCH 2023

College work


Annual exams
meeting for SS & A.S.
on 13.3.23 with
Principal. As SS
duties in exam

from 23.3.23

Meeting with Principal
on 25.3.23 of AS & SS.

IQAC meeting for

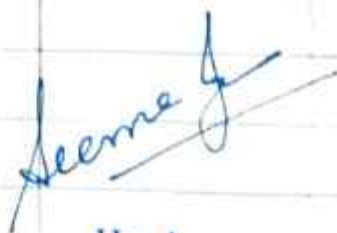
NAAC seminar 25.3.23

Any other	Remarks	No. of working days	No. of leaves taken	Signature
	Holi holidays from 7.3.23 to 13.3.23.	20	IDL ICL	

Holidays
from
7.3.23
to 13.3.23

20





Head
Zoo Deptt.
Ragnur
Post Graduate
College, Meerut

March 2023

S.No	Teacher's Name	Course Alloted	Class taken
3.	Dr. Bhaski Bala	<u>M.Sc II Sem</u> Biostatistics & Bioinformatics H-2063 <u>M.Sc IV Sem</u> General Fish Biology	Th $06 \times 2 = 12$ Th $05 \times 2 = 10$ Pr $03 \times 2 = 06$
4.	Dr. Kalpana Chandley	M.Sc. Sem. II Biochemistry H-2065 Course IV M.Sc. Sem. IV Applied Fisheries H-4069 Course XVI-B	Th $05 \times 2 = 10$ Pr $04 \times 2 = 8$ Th = $04 \times 2 = 8$ Pr = $01 \times 2 = 02$

percentage of course completed.

Departmental work

⇒ Locomotion in fishes,

⇒ Role of body muscles during locomotion

⇒ Introduction to Biostatistics & Bioinformatics

⇒ Introduction to Dispersion Range, Quartile Deviation

- Introduction to Biochemistry

Definition of metabolism

Glycogenesis, glycogenolysis,

glycolysis, colorimetric estimation of glucose

colour test of Carbohydrate, lipid, invertase & amylase

- Transportation of live fishes & killed fishes

- Marking of fishes

- Drag net, cast net & triangular net

Zoology Practical Exam of M.Sc I Sem on 01-3-2023

⇒ Wild life day celebrated on 3rd March 2023

⇒ World Sparrow day celebrated on 20-3-2023

Zoology Practical of M.Sc. Sem I on 01-03-2023.

- World wildlife day celebrated on 3rd March

- Books issued to M.Sc. Sem. IV from Book bank on 15-03-23.

- Books of Book bank issued on 16-03-2023 to M.Sc. Sem. II students

- Celebrated World Sparrow day on 20-03-2023.

Any other	Remark	No. of working days	No. of leaves taken	Signatures.
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University exam
Duties

20

2 CL

Shankar

⇒ Organized Poster Competition/Bidvest on the occasion of ~~Bird~~ "World Sparrow day" on 20-3-23

⇒ A documentary film have shown to be students on occasion of World Animal day on 4th March 2023

20

4 DL, 1 CL

(K) Handa

- Conducted Zoology Practical of M.Sc. Sem. I at J.V. College, Baraut on 02-03-2023

- Conducted Zoology Practical of B.Sc. Sem. II at Tilak Ram Jain Girls' degree college, Garisawa, Saharanpur. On 18-03-2023.

- Conducted Zoology Practical of B.Sc. Sem. III at Jain Kanya Patkshola Degree College, Muzaffar Nagar on 21-03-23

- Conducted Zoology Practical of B.Sc. Sem. I at College of Education, Bilaspur, Greater Noida on 27-03-2023.

Leena
Head
Zoology Deptt.

Ragnunath Girls' Post Graduate
College, Meerut

S.No.	Name of Teacher	Course Allotted.	Class taken -
5	Dr. Manju Singh	M.Sc. II Sem Genetics (H-2063)	Th. $4 \times 2 = 8$ Pr. $1 \times 2 = 2$
		M.Sc. IV Sem. Applied Fisheries H-4069	Th. $4 \times 2 = 8$ Pr. $1 \times 2 = 2$
6	Ms. Poojanka	M.Sc II Sem Genetics (H-2063)	$5 \times 2 = 10$
		M.Sc IV Sem	$6 \times 2 = 12$

Percentage of course Completed.

- Introduction to Genetics.
- Work and Experiments of Mendel. significance of Pea Plants.
- Law of Dominance, Segregation, Independent Assortment.
- Population Genetics: Hardy Weinberg Law.
- Introduction to Pisciculture.
- Objectives in South East Asia, India.
- Introduction to Induced Breeding, Types of Hatchery & their Operation.
- Practical. Fish Identification.

Linkage, crossing over
& Chromosomal Mapping
Numericals of two point
& three point cross

Fishing gear conventional method & Non conventional methods, Nets

type & Electric fishing, light fishing, Ecoson device for fish location finding Sonar etc.

Departmental work.

- Zoology Practical of M.Sc. Sem I on 01-03-2023.
- World Wild Life Day celebrated on 3rd March.
- World Sparrow Day celebrated on 20 March.


Zoology Practical of MSc Sem I on 1/03/2023

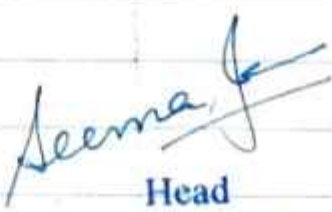
World Wildlife Day celebration on 3rd March

World Sparrow Day celebration on 20 March

College work,

- Meeting of AS Regarding regarding Examination on 13 March, 2023,
- Duties (Assistant Superintendent) in University Exam.

Any other	Remark.	No. of working Days	No. of leave-takers.	Signature.
	Conduction of M.Sc. I- Sem Practical Exam at Zoology Deptt. D.N. PA College, Melur- on 14 March 2023 as External Examiner.	20	1 - DL 1 - CCL	
	FIP programme Attended from 25 Feb to 27 March organised by BADTC & Khalsa College DU.	20	2CL	



Head
Zoology Deptt.
Ragnunath Girls' Post Graduate
College

April 2023



S.No	Teacher's Name	Course Allotted	Class taken
1.	Dr Seema Jain	M.Sc Sem II H 2064	009 x 2
		M.Sc Sem IV H 4068 B	109 x 2
		M.Sc	
2.	Dr. Gasima Pundis	M.Sc sem II	6 x 2 = 12
		M.Sc Sem IV	6 x 2 = 12


Percentage of Course Completed	Departmental work
Heart structure, Cardiac cycle, B.P. Respiration. Nerve physiology B.Sc Sem I on 1st Internal Exams.	Meeting on 10.4.22 Practical Exam of Respiration. Nerve physiology B.Sc Sem I on 11.4.23 & 12.4.23.
First Internal Exams Local fish fauna (20) Riverine, Estuarine, Coldwater & <u>IV</u>	First & Second Internal exams of M.Sc Sem II
Lacustrine & Reservoir fisheries of India	13.4.23 meeting about uploading marks on University portal and usage of Stationary.
programming in C, Phylogenetics Analysis, flow charts, logic gates 1st Internal exam.	meeting on 10.4.22 Practical Exam of B.Sc - sem I on 11.4.23 & 12.4.23.
Nervous system in fishes, parental caring in fishes. symbiosis Deep sea adaptations	First & second Internal exams of M.Sc Sem II + <u>IV</u>

College work

Meeting of HODs
with Principal on
10.4.23. Internal
marks of NEP
to be properly uploaded
Classes with duty
Use of Intranet &
Delnet by faculty.
Duties in exams as
S.S. upto 2nd May '23

Duties in University
exams.

Any other Remark	No. of working Days	No. of leaves taken	Signature
OFDP-121 by GAD-TLC 29 th April - 5 th May. Selection Committee meeting for Professor grade 29.4.23 (2 P.M.) Handed over charge of B Sc (PCM) on 21.4.23 to Dr Kelpane Chaudhary.	21	1 CL	
	21		


 Head
 Zoology Deptt.
 Ragnunath Girls' Post Graduate
 College, K. S. Nagar, Mysore

April 2023

S.No	Teacher's Name	Course Allotted	Class taken
3.	Dr. Shashi Bala	M.Sc II Sem Biostatistics & Bio Informatics VI-2064	$5 \times 2 = 10$ Pr = 4
		<u>M.Sc Sem IV</u> General Fish Biology	$06 \times 2 = 12$ Pr = 4
4.	Dr. Kalpana Chaudhary	<u>M.Sc. Sem. II</u> Biochemistry II-2065 Course VIII	$6 \times 2 = 12$ (Th) $2 \times 2 = 04$ (Pr)
		<u>M.Sc. Sem. IV</u> Applied fisheries II-4069 XVI-B	$7 \times 2 = 14$ Th $2 \times 2 = 04$ Pr

percentage of ~~course~~ Courses Completed

Departmental Work

- ⇒ Correlation Analysis Different types & its methods
- ⇒ Colouration in fishes, Different type of colour producing cells.
- ⇒ and its mechanism

Dept meeting Regarding External Exam of B.Sc I sem & M.Sc both sem Zoology
 ⇒ Zoology M.Sc Practical
 10-4-2023

- Acetyl co-A generation, Citric acid cycle, Mechanism of enzyme catalysis, Metabolism of vitamin A, D & E, Metabolism of protein, Coupled reaction, Biological energy transducers.
- fishery co-operatives, Genomic manipulation (inbreeding & cross breeding), Chromosomal manipulation, Aquarium manufacturing and their accessories.

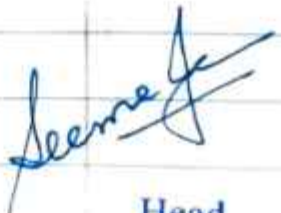
- Departmental meeting regarding external of B.Sc. Sem I, M.Sc. Sem II & Sem. IV (Zoology) Practical on 10.4.2023.
- Zoology Practical examination (external) 11.04.2023 & 12.04.2023.
- Internal Assessment examination of M.Sc. Sem. II & IV on 15th, 17th, 18th, 19th April 2023.
- Departmental meeting regarding incharges for various intervals.

College work

Examination Duties of C.C.S University

⇒ Attended Program
Intercollegiate quiz &
Poster making Competition
on topic "Historical
monuments on sites of
India on 18th April 2023

- Main Examination
duties as S.S.
(Morning shift)
- Organized an Interco-
llegiate quiz & poster-
making competition on
the topic "Historical
monuments & sites of
India on the occasion
of world heritage day
(18th April 2023).
- Organized a Self Defense
Training Program for
hostel girls on 26-04-23.

Any Dues	Remark	No. of working Days	No. of leaves Taken	Signature
		21	3 CL	<u>Shashi</u>
	<ul style="list-style-type: none"> - coordinatorship of 21 PCM (Self finance) w.e.f. 21.04.2023. 		-	<u>Phanishankar</u>
	<ul style="list-style-type: none"> - Meeting with Principal, Subject experts & Director of Nominee for promotion as Professor (Level 14) on 29 April 2023. 			
				
				<p>Head Zoology Deptt. Ragnunahi Girls' Post Graduate College, Meerut</p>

S.No	Teacher's Name	Course Alloted	Class taken
5.	Dr Manju Singh.	M.Sc. II Sem Genetics (H-2063)	$6 \times 2 = 12$
		M.Sc. IV Sem Applied Fisheries (H-4069)	$6 \times 2 = 12$
6.	Ms Priyanka	M.Sc II Sem Genetics (H-2063)	$04 \times 2 = 08$
		M.Sc IV Sem fish culture (H-4068)	$5 \times 2 = 10$

percentage of Course Completed

→ Population Genetics: Gene Pool & gene frequencies, changes in gene frequencies, Evolutionary factors. Somatic cell genetics: Cell fusion & hybrids - agents and mechanism of fusion, Heterokaryon.

→ Fish Pathology: Symptoms, Etiology, Prophylaxis & Treatment of common disease of cultivable fishes.

Fish Processing Technology:
Methods of Preservation of fish - contd.

→ Gene mapping, Concept of recombination linkage map, cytogenetic map

→ Physical maps, genomic mapping, molecular mapping

→ Etiology of Pond, lake & River ecosystem

→ Type of pollution

Departmental work

→ Conduction of B.Sc. I Sem, External Practical Exam as Internal Examiner on 11 & 12 April 2022.

→ Preparation of question paper & evaluation of ans-sheet of M.Sc. II & IV Sem I & II internal assessment exam.

→ Departmental Meeting on 25-4-2022.

Conduction of B.Sc I Sem, External Practical Exam

on 11 & 12 April 2022

→ Preparation of question paper & evaluation of Answer sheet of M.Sc II & IV Sem I & II Internal Assessment



→ Departmental meeting on 25-4-2022

College work

Duties as AS in
C.C.S. University
Exams. 2022-23.

Organized Nucleus
Natak on - श्री अने जी
स्वायत्ता 21^{वा} 2022 वनापेक्ष
on the occasion of
International Millets Year
- 2023 - by 1/3/22 UP
Girls BN NCC (11/04/23)

Blood donation Camp
- NCC on 25/4/2023

Any other	Remark	No of working Days	No of leaves taken	Signature
- Attended One week Online FDP on " MOOCs and E-Content Development" from 29 April to 5 May 2023.	- Attended One Day National Workshop on Intellectual property rights Awareness programme on 27-4-2023.	21	1 Full	
-> Attended one-week online FDP MOOCs and E content Development 29/4/2023 - 5/5/2023				
-> Attended International Conference (SCALFE 2023) online 28 April & 29 April 2023		21	1 CL	


 Head
 Zoology Deptt.
 Ragnunath Girls' Post Graduate
 College, Meerut

May 2023

S.No	Teacher's Name	Course Allotted	Class taken
1.	Dr. Seema Jain	B.Sc. Sem II B050201 T (2 units)	
		M.Sc Sem II H 2064	6 x 2
		M.Sc Sem IV H 4068 B	5 x 2
2.	Dr. Garima Pundra	B.Sc IV Sem. C 2 units completed online	
		M.Sc - II Sem	3 x 2 = 6
		B. M.Sc - II Sem	3 x 2 = 6

Percentage of Course Completed

departmental work

Blood, Blood Clotting, Blood groups.

Brain structure, Sense organs and Receptors.

Second Internal exams, Presentations local fish fauna (10 fishes) Marine Fisheries & Mariculture etc.




Blast, Databases, nucleic acid, genomes protein sequences Fasta.

second Internal Exam, evaluation of copies & upload of marks.

→ functions of fasta, BLAST, concept of Phylogenetics

→ second Internal Exams,

Practicals performed.

Any other	Remark	No. of working Days	No of leaves taken	Signature
			02 EL	
		15		
				

Head
 Zoology Deptt.
 Ragnunath Girls' Post Graduate
 College

S.No	Teacher's Name	Course Alloted	Class taken
3.	Dr Shashi Bala	<u>B.Sc IV sem</u> Gene Technology, Immunology and Computational Biology BO50401T Unit V, VI <u>M.Sc II Sem Biostat</u> and Bioinformatics COURSE IV H-2063 <u>M.Sc III Sem COURSE-4064</u> General Fish Biology	$02 \times 2 = 04$ $05 \times 2 = 10$ $05 \times 2 = 10$
4.	Dr. Kalpana Chandhary	<u>B.Sc. Sem. II</u> Biochemistry & Physiology BO50201T <u>M.Sc. Sem. II</u> Biochemistry Course - VIII H-2065 <u>M.Sc. Sem. IV</u> Applied Fisheries Course - XVI-B H-4065	Th - $02 \times 02 = 04$ Pr - $02 \times 02 = 04$ Th - $4 \times 2 = 08$ Pr - $2 \times 2 = 04$ Th - $4 \times 2 = 08$ Pr - $2 \times 2 = 04$

Percentage of Course Completed

Departmental work

Introduction to Biostatistics B.Sc III Sem External
Aim, scope, mean, Median, Mode, standard deviation. Practical on 1-06-23 & 5-06-23 as Internal

examiner.

→ Primary and secondary database

→ As Co-ordinator of Capacity Building programme on 22-5-23 for students of M.Sc IV Sem and certificate distribution

- B.Sc. Sem III Zoology Practical on 1-06-2023 & 5-06-2023 (Internal Examiner)

- Introduction to Metabolism, Glycolysis, Glycogenesis, TCA cycle, gluconeogenesis. (Estimation of haemoglobin).

- Second Internal Assessment Examination copies evaluated (M.Sc. Semester III & IV)

- Metabolism of lipid, Lipoenzymes or Isozymes

- Capacity Building programme (CIBP) for B.Sc. & M.Sc. Students of Aquarium maintenance on 22-05-2023.

- Nutrition of Shell fishes

- External Practical Examination of B.Sc. II & III (Annual) on 30th & 31st 2023.

.. College work

Examination Duties
of C.C.S University

- Examination duties as S.S.
- Online photography competition on Biodiversity day under Vastudha Eco Club on 22-5-2023.
- Closing ceremony of Hostel girls association on 11/06/2023.

Any other	Remark	No of working Days	No of learners taken	Signature
→	Conducted Practical Exam of B.Sc I Sem on 16-5-2023 at Govt Degree College of Kharkhoda Meerut	15	1 DL	Chashi
⇒	online class taken on 24/5/23 on Google meet.			

Headme
 Zoology Deptt.
 Ragnunath Girls' Post Graduate
 College, Meerut

-	Conducted Zoology Practical of B.Sc. III at MAA AMBA BAHKA DEGREE COLLEGE, CIVALIKHERA, Bagpat on 09-05-2023.	15	1 DL, 1 CL	Phanabhai
-	Conducted test of B.Sc. Semester II (Biochemistry & Physiology) on 15.5.2023.			
-	Conducted Zoology Practical of B.Sc. Semester first- at MMH College, Ashrafiabad on 30th & 31st- 2023.			
-	Lecture on # Beat plastic pollution on 05-06-2023 at Meerut College, Meerut on occasion of world environment day.			

May - 2023

S.No.	Teacher's Name	Course Allotted	Class taken
5.	Dr Manju Singh	M.Sc. II sem Genetics (H-2063)	Th 4 × 2 = 8. Pr 2 × 2 = 4
		M.Sc. IV sem Applied Fisheries (H-4069)	Th 4 × 2 = 8 Pr 2 × 2 = 4
		B.Sc. II Sem. (B050201T) Biochemistry & Physiology.	Th 4 × 2 = 8 Pr 2 × 2 = 4
6. Ms Priyanka	Msc II sem Genetics (H-2063)	∴ × 2 = 0	
	Msc III sem Fish culture (H-4068)	0 × 2 =	
	B.Sc IV sem (B050401T) Gene Technology & Computational Biology		

Percentage of Course Completed

- Organisation of genetic material; Packing of DNA as nucleosomes in eukaryotes, Repetitive and Unique DNA Sequences, Split genes, Overlapping genes & Pseudogenes.

- Methods of Fish Preservation completed. Rigor-mortis in fish, Fish spoilage - bacterial & chemical. Quality Assurance; value Added Products, By Products.

- Nervous System, Endocrine System, ~~Muscular~~ System.

→ Genetic techniques PCR, DNA Sequencing FISH, GISH, Chromosomal walking.

Genetic Code & Mutation Chromosomal str & numerical alterations

→ Pollution & its impact on fish population fresh water ← Marine pollution.

→ Recombinant DNA Technology.

Departmental Work

- Preparation of Time-Table for B.Sc. II Sem and IV-Semester.

- Uploaded internal exam marks of B.Sc. I Sem (Theory & Practical)

System

→ Uploaded Internal Exam Marks of B.Sc I sem (Theory & Practical)

College work

- Continued one week on Line FDP (29 Apr to 5 May).
- Duties in CCS Uni. Exams as AS.

online - 620 Awareness
workshop on
15/5/2023 NCC

attended meeting of
LMS cell on 2/05/23
with Principal Man

Any other	Remark	No. of working Days	No. of leaves Taken	Signature
-	Conduction of External Practical exam of B.Sc. III year at SSV College, Hapur on-17-5-2023.	15	CL - 4 DL - 1	<u>Meer</u>

1 CL, 1 DL

Brijank

Seema

Head

Zoology Deptt.

Ragnunathi Graduate
College, Meerut