

## Meeting Minutes of the faculty held on 14<sup>th</sup> August 2017.

### Faculty Members Present

1. Dr. Bendangyapangla
2. Ms. T. Alemla Longkumer
3. Ms. Moangchila Jamir
4. Ms. Khriezono Belho
5. Ms. Rokuonuo Usou
6. Ms. Anisha Himb
7. Ms. Mhasizovono Peseyie
8. Mr. Sandip Ratna
9. Ms. Asale Vitso
10. Mr. Megosielie Khate
11. Ms. Vedülü Tetseo
12. Ms. Maongchila Jamir *Thronon Jordan*
13. Ms. Sashilemla Ao
14. Ms. Neizekhonuo

### Discussion:

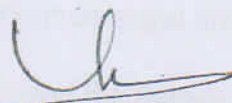
1. Principal shared about the discussion amongst the Principals of College, the adviser Deo Nukhu and on the upgradation of SCTE to IASE and other infrastructure. Principal also highlighted on the Golden Jubilee Celebration of Kohima Arts College.
2. College will provide lunch for the farewell of Mrs. Kezevinuo on 17<sup>th</sup> August. The programme will be held at 1.30 p.m after the long break.
3. Discussion on social work on 18/08/17. Faculty meet their respective club.
4. NAAC meeting on 21<sup>st</sup> August 2017.
5. There will be a meeting with the College Students Union on NAAC visit tentatively on 25<sup>th</sup> August 2017.
6. On the 17<sup>th</sup> August, teacher educators will sit with their clubs and the election/ selection of the leaders will be done (2 members from each group) setting of the social work groups will follow after that.

Based on the feedbacks of the students the following points deliberated and discussed in detail.

1. Each teacher educator should have a holistic approach in teaching their papers.
2. Collaboration of papers and teacher educators to help student teachers understand their course properly.
3. For the open house discussions faculty were encouraged to be present and the themes should be across papers / courses in order to understand the curriculum better.
4. Confidence- to be better prepared with the topic.  
Competent enough to answer question related to the course.
5. Proper conclusion to be given to every classroom discussions.
6. To carry out meaningful activities.
7. To avoid giving materials without any explanation or discussion in the class.
8. Teacher educators to be more punctual to avoid going late to the class.
9. To encourage the student teachers to ask questions, counter ideas and interact inside the class.
10. To use the ICT facilities available in the class.
11. To be a part of the student's activities and programmes.
12. Dissemination of information to be given out properly, clearly and on time.

### 13. Attendance:

- a) Teacher Educators should restrict taking too many casual leaves. Principal to maintain record of leaves applied.
  - b) To be taken very seriously- action if necessary.
  - c) To think of a mechanism for attendance of student teachers in classes where the teachers educator is absent.
  - d) Irregularity of the faculty:- every teacher attendance will be maintained daily.
  - e) Programmes conducted in the college, faculty to be present till the end and interact and mingle with the student teachers
13. To avoid giving assignment on topics where the materials are not easily available.
  14. Internal marks, to develop a format at the earliest to be more transparent.
  15. More interactions between the faculty and students.
  16. Handouts not encouraged.
  17. Dealing with students- should be cordial without portraying any air of arrogance
  18. Information dissemination in very slow.
  19. Reference material to assignments given should be available either at the library or through e-resources.
  20. Monthly meeting to be maintained to discuss academic, administrative and feedbacks of the students.
  21. Re-installation of the grievance redressal box.
  22. Club notice boards for all the clubs to be put up; two clubs may also share one board.
  23. Internal assessment dissatisfaction among the students discussed and hence assessment of the students needs to be transparent.
  24. Incharges for NAAC cultural programmes will have setting with Dr. Bendangyapangla and T. Alemla longkumer before finalising out the programme.

  
(H. SEMA)  
Principal  
SCTE-Kohima.

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