

**Minutes of the faculty meeting held on 25<sup>th</sup> April, 2019 in Principal's Chamber,  
SCTE-Kohima.**

**Members Present:**

1. Ms. Elizabeth Walling, V. Principal
2. Dr. Bendangyapangla, Asstt. Professor
3. Ms. Runi Nakro, Asstt. Professor
4. Dr. Sandip Ratna, Asstt. Professor
5. Ms. Asale Vitso, Asstt. Professor
6. Mr. Neizekhonuo, Asstt. Professor
7. Ms. Rose Mary Achumi, Asstt. Professor
8. Ms. Dzüvimeno I. Yaden, Asstt. Professor
9. Ms. Temsütula, Asstt. Professor
10. Ms. Thronlem Jorlim Konyak, Asstt. Professor
11. Ms. Mhasivono Peseyie, Asstt. Professor
12. Mr. Megosielie Khate, Asstt. Professor
13. Ms. Rokuonuo Üsou, Asstt. Professor
14. Dr. Sashilemla Ao, Librarian

**The following points were discussed and decided :-**

1. Attendance for the month of Feb., March & April, 2019 will be calculated adhering strictly to the University norms :-  
Practical - 90%  
Theory - 80% and take action on those who fall short of their attendance.
2. The faculty are to submit the internal marks to faculty in-charges by the 31<sup>st</sup> of May, 2019.
3. The college decided to propose 20<sup>th</sup> -24<sup>th</sup> May for final practice teaching of the 4<sup>th</sup> Semester students.
4. The EPC Viva-voce for 2<sup>nd</sup> Semester students is proposed on 27<sup>th</sup> & 28<sup>th</sup> May, 2019.
5. The internal marks of the students will be displayed before the final exam.
6. The meeting decided to increase the examination fee of the students from Rs. 300/- to Rs. 350/-.
7. The Art classes will be held tentatively from 7<sup>th</sup>, 8<sup>th</sup> & 9<sup>th</sup> of May, 2019 and organize a program for the internal evaluation on the 18<sup>th</sup> of May, 2019.
8. The college will organize a faculty development program on "Constructivism" before the start of the new Semester in July.  
The faculty development program will focus on :-
  1. Lesson Plan
  2. Approval of Lesson Plan
  3. Supervision.

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Principal  
SCTE-Kohima