



# Bhartiya College of Education, Udhampur

(NAAC Accredited Institution affiliated to University of Jammu)

## Minutes of the Staff Meeting held on 31<sup>st</sup> August, 2024 at 2 p.m. in Conference Hall of the College

### PRESENT

Dr. Anita Bali, Principal

Ms Savita Sambyal

Ms Jyoti Bala

Ms Jyoti Sharma

Ms Satuti Sharma

Ms Monika Gupta

Ms Khushboo

Ms Usha Devi

Ms Pooja

Ms Versha Sharma

Ms Rashmi Sharma

Principal  
Bhartiya College of Education  
Udhampur

### Agenda of the Meeting

1. Discussion regarding the B.Ed. admission for the Session 2024-25.
2. Frame time table of Semester 1<sup>st</sup>.
3. Discussion regarding updating of College website.
4. Conduct of activities

### Minutes of the Meeting:

- It was **conveyed in the** meeting that the portal of admission process for B.Ed. students have been reopened. Prospective students who missed the initial deadline can now apply.
- There should be a wide publicity of admission notice via FB page, Instagram, website and by placing notice on board.
- It was decided in the meeting to finalize the time table properly for the Semester 1<sup>st</sup>.
- It was conveyed in the meeting that to update the College website with any additional information or any further announcements.
- It was decided in the meeting that to prepare details on the types of activities that will be conducted in the college. All events must be approved by the activities committee at least one week in advance.

The meeting ended with a vote of thanks to the Chair

Principal  
Bhartiya College of Education  
Udhampur

