

### Meeting Notice

All the respected members of ".....I.T.A.S....." of Motherland Career College, Tonk, are informed that the meeting of .....I.T.A.S..... will be held in presidency of principal (Dr. Girraj Prasad Jonwal), on .....25.7.2021.....at .....2:30 p.m.....in seminar hall of the college. Presence of all the members is compulsory

#### Signature of Members

1. Dr. (Mr.) Girraj Prasad
2. Mr. Kamlesh Singodiya
3. Mrs. Sunita Saini
4. Mr. Prabhu Lal Singodiya
5. Mr. Ashok Sharma
6. Mr. Pankaj Jaiswal
7. Sayeed Harun Hasan
8. Mr. Nihal Singh

Principal

Motherland Career College Tonk.

Session - 2021-22

First meeting of I.T.A.S. - 25.07.2021.

Date - 25.07.21

A meeting of all the members of I.T.A.S. was convened on 25 July 2021 at 2:30 p.m. in the seminar hall.

#### Members - present

1. Dr. (Mr.) Girraj Prasad Jonwal. (Chair person.)
2. Mr. Kamlesh Singodiya. (Management member)
3. Mrs. Sunita Saini (Management member)
4. Mr. Prabhu Lal Singodiya (Senior Administrative off.)
5. Mr. Ashok Sharma. (Senior Administrative officer)
6. Mr. Pankaj Jaiswal. (Asst. professor)
7. Mr. Sayeed Harun Hasan. (Asst. professor.)
8. Mr. Nihal Singh. - (professor.)
9. Mr. Sheitan Singh. - (Employer)
10. Miss. Minaxi Jain. - (Employer.)
11. Mr. Nadeem Khan. - (Coordinator of I.T.A.S.)

## Agenda:-

- 1. To discuss the curricular & extension activities in the coming session. (2021-22)
- 2. To encourage faculty to member to apply for ph.D.
- 3. To encourage faculty to deliver lectures with the help of ICT.
- 4. To assign duties for several cell, committees which organize those activities.

## Action-Taken:-

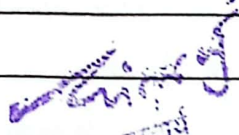
1. Organization of different curricular & extension activities for the coming session were discussed & the nomenclature of most of cell & committees remain same.

4. Circular for nomination of students office bearers for houses.

5. principal encouraged faculty members for ph.d. programme.

6. one week workshop within the college faculties has been organised to prepare Innovation programme in different subjects.

7. Duties of staff members were assigned for several committees which organize those activities.

  
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