

A departmental meeting was held on 21st August, 2020.

Agenda: Academic events of the department.

Minutes:

1. The organisation of a workshop on the topic “**Revisiting Indian National Movement**” by the History Society, *Gaatha* was discussed at length in the meeting.
2. The date for the event was decided for 29th August, 2020.
3. The organisation of a webinar on the topic "**Heritage Conservation**" was also discussed.
4. It was decided that the online platform of Zoom was to be used for the webinars.
5. The remuneration and other formalities for the speakers were also discussed.
6. Student volunteers for making the posters and handling the technicalities of the online webinar were also finalised during the meeting.
7. The faculty members were also apprised of their specific duties for the events.

Members present:

1. Dr. Daljit Kaur- Teacher-in-charge
2. Ms. Shabnam Suri
3. Dr. Simmi Kapoor Mehta
4. Dr. Rupali Bhalla Mathur
5. Dr. Navendu Shekhar
6. Ms. Panchali Devi
7. Ms. Divya Suvrana
8. Mr. Satveer Singh

A departmental meeting was held on 29th October, 2020.

Agenda: Two-day International Webinar on the topic '**Histories and Heritage: Journey through Archives, Museums and Arts**'

Date of the event: 27th & 28th November, 2020

Minutes:

1. The organisation of the seminar was discussed at length in the meeting.
2. The speakers for the webinar were finalised during the meeting. They are **Dr. Nina Janz**, postdoctoral research associate, Luxembourg for contemporary and digital history, Universite Du Luxembourg, **Dr. Rumbie Forget**, Paris Sorbonne University, **Dr. S.P. SINGH**, former director, conservation, National Museum, **Dr. V Kalyani**, Dean, National Museum Institute of History of Art, Conservation of Museology
3. The remuneration and other formalities for the speakers were also discussed.
4. Student volunteers to look into the online technicalities of the webinar were also finalised during the meeting.
5. The faculty members were also apprised of their specific duties during the two-day webinar.

Members present:

1. Dr. Daljit Kaur- Teacher-in-charge
2. Ms. Shabnam Suri
3. Dr. Simmi Kapoor Mehta
4. Dr. Rupali Bhalla Mathur
5. Dr. Navendu Shekhar
6. Ms. Panchali Devi
7. Ms. Divya Suvrana
8. Mr. Satveer Singh

Minutes of the online meeting of Department of History held on 7th February 2021

A meeting of the Department of History was held on 7/2/21. The main agenda was the upcoming short term course. Ms. Shabnam Suri, Dr. Daljit Kaur, Dr. Rupali Bhalla Mathur, Dr. Navendu Shekhar, Ms. Divya Surana, Ms. Panchali Devi and Mr. Satveer Singh attended the meeting.

*The schedule for the short-term course, 'Dynamics of Heritology', was shared by Dr. Navendu Shekhar.

*The duties of the faculty members for the smooth conduct of the course were discussed.

The schedule of duties were as follows:-

8,9,10-Dr.Simmi Kapoor Mehta

11,12,13-Ms.Divya Surana

15,16,17-Ms.Panchali Devi

18,19,20-Dr.Rupali Bhalla Mathur

22,23-Mr.Satveer Singh

*The Teacher-in-charge(TIC) Dr. Daljit Kaur requested all the faculty members to be present for the inaugural session on 8th February 2021 at 3.30pm.

*Dr. Rupali Bhalla Mathur was asked to moderate the inaugural session and she consented for the same.

*The TIC Dr. Daljit Kaur apprised the faculty members of the upcoming exams in March.

MINUTES OF HISTORY DEPARTMENT MEETING
9th March 2021

1. The meetings started at 5.15 pm and it was attended by Dr Daljit Kaur, Dr Simmi K Mehta, Dr Rupali B Mathur, Dr Navendu Shekhar, Ms Panchali Devi, Ms Divya Surana and Mr Satveer Singh.
2. Dr Daljit Kaur informed that Dr Simmi K Mehta had completed the pre-examination work and Ms Divya Surana had cross-checked it.
3. The March 2021 OBE exams were the main agenda and would start from 15th March 2021 to 27th March 2021. She informed -
 - OBE details on the college website had been updated.
 - Names of Dr Navendu, Dr Rupali, Ms Panchali and Ms Divya had been given to help students who had queries and that it would operate from 9am to 7 pm.
 - Mr Satveer will handle the cases of PWD students and he would make a whatsapp group of students, Dr D Kaur and Dr Lokesh.
 - Ms Divya had calculated the total number of students who would appear per exam day/per session and it was informed to all. Dr Kaur wanted all faculty members to be present/alert on days when more than 600 students were appearing for exams in one session.
 - Dr Kaur also informed that she had asked 2nd year students to mentor the first year students about OBE exams.
 - She said that a link would be made on Google Meet so that coordinating faculty members could clarify queries or doubts from the examination committee.
 - It was reiterated that the examination committee would work and guide others as per the university notification and for the grievances the Grievance Committee of the University should be approached.
 - In case if the question paper was not uploaded then Sandeep would contact the university and download the question paper and forward it to the examination committee who would further forward to the examination teacher's group.
4. Dr Rupali shared her experiences of the December OBE Exams with everyone.
5. After, OBE all the faculty members were asked about the portion of syllabus they had covered till now.
6. Dr Navendu informed all about the Research Mentoring programme that he had organised along with B.A Prog Committee on 10th March 2021.

DEPARTMENT OF HISTORY
MINUTES OF THE MEETING- 1st JUNE 2021

- Departmental meeting took place on 1st June 2021 at 5 pm on Google Meet platform and the agenda was OBE exams June 2021.
- The meeting was attended by Dr Daljit Kaur, Ms Shabnam Suri, Dr Simmi Kapoor Mehta, Dr Rupali Bhalla Mathur, Dr Navendu Shekhar and Mr Satveer Singh. Ms Divya Surana was not present.
- Dr Daljit Kaur informed all the faculty members that the last date to complete their March evaluation was 4th June 2021 and requested everyone to go through the evaluation portal so that there was no pending work left.
- Dr D Kaur asked the faculty of the department to get in touch with Mr Sandeep if there was any discrepancy in their email-ids forwarded form exam evaluation.
- Dr D Kaur informed the faculty that the department had successfully completed their cyclic department duty of holding college exams along with the Economics Department and had requested madam Principal to hold a staff council meeting for the next round of department duties to be assigned.
- Dr D Kaur inquired if everybody had signed the sheets for TA. Ms Shabnam Suri informed that she had not signed.
- Matter of internal assessment was raised in the meeting and the faculty members were requested to complete their internal assessment on time and look into the cases of the students empathetically in covid times. Dr D Kaur further informed that since no moderation was being held due to online internal assessment, therefore, the onus of marks was on individual faculty.
- Ms Panchali informed the faculty members about the OBE exam guidelines by the university and the meeting conducted between the exam committee for June exams, i.e., the Economics department with her and Dr Navendu for the upcoming exams.
- The meeting came to an end around 5.30 pm which was to be followed by another meeting between TIC, faculty teaching 3rd Year Honours students and the students of the 3rd year. A decision was made that a meeting on similar lines would be conducted by Dr Nvendu Shekhar for B.A.Prog students of 3rd Year along with Dr D Kaur and Dr Rupali B Mathur on 2nd June 2021.

Minutes of the Departmental meeting held on 2nd August, 2021

Agenda: 1. Review of the last academic session

2. Upcoming Admissions of the Department

3. Academic Calendar

4. Faculty Duties for the current academic session

- All members were present except Ms. Shabnam Suri who could not attend the meeting because of her doctor's appointment.
- Dr. Daljit Kaur, Teacher-in-charge of the Department of History formally began the meeting by thanking all the faculty members for successfully conducting the last admission process. She especially acknowledged Ms. Shabnam Suri's guidance during the same. Dr. Daljit also inquired if there were any difficulties faced by the faculty members during the admission process. It was noted that the process was rather smooth.
- As for the upcoming admissions of the Department, Dr. Rupali Bhalla Mathur and Dr. Navendu Shekhar will be handling the B.A.(Prog) admissions.
- Ms. Shabnam Suri, Dr. Daljit Kaur, Dr. Simmi Kapoor Mehta, Ms. Panchali Devi, Ms. Divya Surana, Mr. Satveer Singh will be handling the B.A.(Hons) admissions.
- It was noted that all would be required to attend the orientation meeting held by the Central Admissions Committee of the college to get acquainted with the process further.
- It was also noted that two faculty members from the department which can be mutually decided, need to attend the daily meetings for the Honours admission in the morning.

Academic Calendar:

1. National webinar titled Sikh Heritage and Conservation
Keynote Speaker: Dr. S. P. Singh, Former Director(conservation) National Museum, New Delhi
Speakers: Ms. Simran Kaur(alumnae) and Ms. Jasmeet Kaur(alumnae)
Date: 24th July, 2021 at
Time :11 am.
2. Workshop on Research Methodology
Date (tentative): 2nd week of August
Faculty Coordinator: Mr. Satveer Singh and Ms. Divya Surana.
3. Symposium: topic: Historian's Craft
Speakers: Dr.Sri Manjiri, Department of History, Miranda House, University of Delhi
Dr. Neerja Singh, Department of History, Satyawati College(eve), University of Delhi
Date (tentative): Last week of August
Faculty Coordinator: Dr. Navendu Shekhar and Ms. Panchali Devi

4. Talk/ Lecture / National Webinar: topic: Non-Co-operation Movement.
Date (tentative): September
Faculty Coordinator: Dr. Simmi Kapoor Mehta
5. Department orientation
Date (tentative): October
6. National Webinar to be organized with B. A. (Prog) committee.
Date (tentative): October
Faculty Coordinator: Dr. Daljit Kaur
7. Event to be organized by *Dharohar, The Heritage Society*: topic: Popular Culture
Date (tentative): October
Faculty Coordinator: Dr. Navendu Shekhar
8. Talk/Lecture by Dr. Narayani Gupta
Date (tentative): November
Faculty Coordinator: Dr. Daljit Kaur and Mr. Satveer Singh
9. Talk/Lecture: topic: Gender

Faculty Duties:

Dr. Daljit Kaur:

1. Alumnae Committee
2. Research for B.A.(Hons) students.
3. Timetable

Dr. Simmi Kapoor Mehta:

1. Coordinator from the department for the Website committee of the college
2. Research and Peer Mentoring for B.A. (Prog) History .
3. Coordinator for the yearly INTACH workshop on Heritage.

Dr. Rupali Bhalla Mathur:

1. Member of the editorial board for the departmental e-journal
2. Faculty participant for the yearly INTACH workshop on Heritage.

Dr. Navendu Shekhar:

1. Annual report for the department
2. Peer Mentoring for the B.A. (hons) students.

Ms. Panchali Devi:

1. IQAC report for the department

Ms. Divya Surana:

1. Library co-ordination for the department
2. Result analysis.

Mr. Satveer Singh:

1. Member of the editorial board for the departmental e-journal
2. Assisting in both the Research and Peer Mentoring for B.A.(Hons) students and the Research and Peer Mentoring for B.A. (Prog).

- The Seminar/Academic Committee of the department has been further discontinued.
- It was further decided that the faculty coordinators of the particular events will be responsible for the pictures and report of the event and would be required to mail them to the website committee coordinator, IQAC coordinator, Annual report coordinator of the department. CC the same mail to the Teacher-in-charge also needs to be done to avoid any miscommunication.
- Fortnightly reports of the Research and Peer Mentoring for B.A.(Hons) students and the Research and Peer Mentoring for B.A. (Prog) students of the department to be submitted to the teacher-in-charge.
- It was also decided that all the data relating to the departmental activities should also be shared on the departmental email id mschistorydepartment@gmail.com for further use.
- It was also decided that all the faculty members should inform TIC before joining any other responsibilities /activities other than the departmental duties.
- **CR's of III year and II year.**
- Ms Ananya III year
- Ms Subhanshi Mishra (IIInd year), Ms Jyotsana (IIInd Year).
- The following are the student members of **Gaatha and Dharohar Society**:
 - Ananya (IIIrd year)- **President**
 - Mansi Malik (IIIrd year)- **Vice President**
 - Anushree Bisht (IIIrd year)- **Secretary**

- **Executive team members:**
- Renu Bala (IIIrd year)
- Aafia (IIIrd year)
- Shubhanshi Mishra (IIInd year)
- Nishu Raghav(IIInd year)