

**DEPARTMENT OF ENGLISH
SAO CHANG COLLEGE, TUENSANG**

Department meeting :

Date :- 15-06-2021
Time :- 01 : 00 PM
Venue :- Arts Faculty room

Members Present:

- | | |
|----------------------------|-------------------|
| 1. Dr. Santosh Kumar Singh | Assoc. Prof & HoD |
| 2. Ms. Merenlemla Ozukum | Asstt. Prof. |
| 3. Mr. Akyuba Sangtam | Asstt. Prof |
| 4. Ms. Limayangla Pongener | Asstt. Prof |
| 5. Ms.Veduvolu Neinu | Asstt. Prof. |

Meeting minutes :

1. The members felt the need to start procuring books in order to begin a library for English Department.
2. Students shall be allowed to avail books from the department library with due permission from HoD(English)
3. English department faculty shall actively participate in the inter-departmental seminars.
4. Department shall observe/celebrate all relevant national commemorative days as per the directives of the college authority.
5. English Department shall continue to conduct more National/International seminars(online.offline).

Action taken :

1. English Department Library officially launched /started on 25-06-2021.
2. Additional books procured as part of collection of the department library.
3. Faculty members contributed money for procuring more books.
4. Department conducted International Webinar titled ‘ *My Journey as a Naga Artist* ’ on 27th April 2021 with Mr.Temsuyanger Longkumer as resource person jointly organized with Department of History, Sao Chang College.

**DEPARTMENT OF ENGLISH
SAO CHANG COLLEGE, TUENSANG**

Department meeting :

Date :- 30-08-2021
Time :- 11:00 AM
Venue :- Arts Faculty room

Members Present:

- | | |
|----------------------------|-------------------|
| 1. Dr. Santosh Kumar Singh | Assoc. Prof & HoD |
| 1. Ms. Merenlemla Ozukum | Asstt. Prof. |
| 2. Mr. Akyuba Sangtam | Asstt. Prof |
| 3. Ms. Limayangla Pongener | Asstt. Prof |
| 4. Ms. Veduvolu Neinu | Asstt. Prof. |

Meeting minutes :

1. Department to conduct national/international seminars in collaboration with other departments.
2. All members to be positively present during the proposed general meeting of all faculty called by the Principal-in-charge.
3. Course division of English department syllabus to be done and circulated to all faculty members.
4. English department shall take the opportunity to conduct the forthcoming inter-departmental seminar.

Action taken :

1. Ms. Limayangla Pongener, Assistant Professor, presented a paper on behalf of the department during the inter-departmental seminar conducted on 10th Sept' 2021.
2. A sum of Rupees 2000/- each was collected from all faculty(Eng.) for procuring of department library books as well as for other expenditures.

**DEPARTMENT OF ENGLISH
SAO CHANG COLLEGE, TUENSANG**

Department meeting :

Date :- 01-11-2021
Time :- 11:00 AM
Venue :- Arts Faculty room

Members Present:

- | | |
|----------------------------|-------------------|
| 1. Dr. Santosh Kumar Singh | Assoc. Prof & HoD |
| 2. Ms. Merenlemla Ozukum | Asstt. Prof. |
| 3. Mr. Akyuba Sangtam | Asstt. Prof |
| 4. Ms. Limayangla Pongener | Asstt. Prof |
| 5. Ms.Veduvolu Neinu | Asstt. Prof. |

Meeting minutes :

1. The meeting was called in order to review the progress of the department library and also to continue with more collection of funds.
2. Members present resolved to collect a sum of Rs.2000/- each every semester as pool fund for the department.
3. It was also proposed that besides academic books, separate fund should also be sanctioned for procuring for Journals, competitive examination books and reference books.
4. Proper record should be maintained while issuing books to the English Honours students.
5. The department shall screen relevant documentaries/movies at least twice in each semester.

Action taken :

1. The Department screened a documentary titled ‘ *India’s Daughter*’ on 5th & 6th Nov’ 2021 in the computer lab.
2. Department of English added 14 (Fourteen) books in the department library through the contributions made by the faculty.

**DEPARTMENT OF ENGLISH
SAO CHANG COLLEGE, TUENSANG**

Department meeting :

Date : 01-03-2022
Time : 11:00 AM
Venue : Arts Faculty room

Members Present:

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|----------------------------|-------------------|
| 1. Dr. Santosh Kumar Singh | Assoc. Prof & HoD |
| 2. Ms. Merenlemla Ozukum | Asstt. Prof. |
| 3. Mr. Akyuba Sangtam | Asstt. Prof |
| 4. Ms. Limayangla Pongener | Asstt. Prof |
| 5. Ms. Veduvolu Neinu | Asstt. Prof. |

Meeting minutes :

1. A review the progress of the department activities was first discussed with the faculty members.
2. The department shall provide basic computer training to final semester English Honours students.
3. Proposal to celebrate 'International Woman's Day' shall be drafted and forwarded to Principal.
4. Commemoration of 'World Poetry Day' to be organized by the department.

Action taken :

1. 6th semester (final semester) English Honours students were given crash course training on Microsoft Essentials – Word and PPT on 7th March 2022.
2. Photo Essay competition on the theme '*Gender Equality : A Day in the life of women*' was organized on 8th March 2022 to commemorate International Women's Day.
6. Spoken word poetry competition was organized on 21st March 2022 to celebrate '*World Poetry Day*'. The event was organized in collaboration with literary and Magazine committee.

**DEPARTMENT OF ENGLISH
SAO CHANG COLLEGE, TUENSANG**

Department meeting :

Date : 01-04-2022
Time : 11:00 AM
Venue : Arts Faculty room

Members Present:

- | | |
|----------------------------|-------------------|
| 1. Dr. Santosh Kumar Singh | Assoc. Prof & HoD |
| 2. Ms. Merenlemla Ozukum | Asstt. Prof. |
| 3. Mr. Akyuba Sangtam | Asstt. Prof |
| 4. Ms. Limayangla Pongener | Asstt. Prof |
| 5. Ms.Veduvolu Neinu | Asstt. Prof. |

Meeting minutes :

1. The department shall provide assistance to students undergoing any skill development trainings.
2. The department shall conduct Faculty Exchange programmes with other Institutes with due permission from the college authority.
3. Department to continue observing national commemorative day.

Action taken :

1. A sum of Rupees 2500/ was incurred for payment of 'crash course fees' toward 6th semester basic computer course conducted from 1st March to 5th March 2022.
2. A talk on '*Dalit Literature*' was presented by Dr.Santosh Kumar Singh, Associate Professor (English) on 13th April 2022 to commemorate Dr. B.R. Ambedkar Jayanti.
3. The Department conducted faculty exchange programme on 28th April 2022 and 2nd May 2022 with Loyem Memorial College, Tuensang. Mr.Akyuba Sangtam, Asstt.Prof(English) and Mr.khumpise Sangtam, Asstt.Prof(English), Loyem Memorial College, were the resource persons for during the Faculty exchange programme.
