

Department of Chemistry

Sao Chang College
Tuensang: Nagaland

Meeting Minutes

Date- 14th September 2021

Place: Science Faculty Room

1. A meeting was held in the science faculty room and it was decided upon to conduct a competitive program cum display of summer project works by the students from 20th September 2021 to 24th September 2021 and the event will be called “Chemistry week 2021”.
2. For this purpose, an amount of Rs 6000/- was given by the vice principal and required stationeries to be purchased were listed and given in-charge to Mr.Yanchang for the purchase.
3. The detailed order of programme, invitations, certificates for winners and judges and other details will be taken care of by Dr. Shokip
4. Banner for Chemistry week will be taken in charge by Mr. Lizonthung
5. It was also agreed upon to conduct chemistry week every year during the odd semester preferably in the month of September every year.

Members present:

1. Dr. Shokip Tumtin
2. Mr. Lizonthung Shitiri
3. Mr. Yanchang Mongko Chang

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Meeting Minutes

Date- 9th November 2021

Place: Science Faculty Room

A meeting was held on 9th November 2021 at 11:00 am in the Science Faculty room to discuss regarding the purchase of lab equipment's for chemistry department. In this regard, it was highlighted in the meeting that Rs. 12500/- have been deposited in the account of Dr. Shokip for the purchase of Lab equipment's. The Faculties were requested to contribute any lab equipment's which were needed for practical purpose before the end of November so that necessary procedure for purchase can be started.

Members Present

1. Shokip Tumtin
2. S. Yanchang Mongko Chang
3. R. Lizonthung Shitiri

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Meeting Minutes

Date- 10th February 2022

Place: Science Faculty Room

1. A meeting was held on 10th February 2022 in the science Faculty room at 11:00 a and it was decided to place an order for the following apparatus and chemicals.
2. It was also decided to rearrange the small room inside the lab and convert into instrument room and necessary electric fittings to be done.

Members Present

1. Shokip Tumtin
2. S. Yanchang Mongko Chang
3. R. Lizonthung Shitiri

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Meeting Minutes

Date- 24th February 2022

Place: Science Faculty Room

A meeting of Chemistry department was held on 24/02/22 at the science faculty room at 11:00 am to decide on the distribution of the chemistry syllabus. The following distribution was agreed upon by all the members present.

Teacher	Semester 2	Semester 4	Semester 6
Dr. Shokip Tumtin	Unit 1 to 4	-	Unit 4
Mr. R. Lizonthung Shitiri	-	-	Unit 2,3 & 5
Mr. S. Yanchang Mongko Chang		Unit 1,2,4 & 5	Unit 1

Members Present

1. Shokip Tumtin
2. S. Yanchang Mongko Chang
3. R. Lizonthung Shitiri

Department of Chemistry

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Meeting Minutes

Date- 11th July 2022

Place: Science Faculty Room

A meeting of the faculties of Chemistry Department was held on the 11th July 2022 at 10:00 am at the Science Faculty room to discuss the syllabus distribution of the odd semester session. The following were agreed upon to be taken by each faculty

Teacher	Semester 1	Semester 3	Semester 5
Dr. Shokip Tumtin	Sec B and Practical	Unit 1	Unit 2, 5 and practical
Mr. R. Lizonthung Shitiri		Unit 3 and 5 Practical	Unit 1 and 3
Mr. S. Yanchang Mongko Chang	Sec A and Practical	Unit 2 and 4	Unit 4 and practical

Members Present

1. Shokip Tumtin
2. S. Yanchang Mongko Chang
3. R. Lizonthung Shitiri