

**Maharshi Valmiki College of Education
(University Of Delhi)
Geeta Colony, Delhi 110 031**

Minutes of the Online Staff Council Meeting dated 28th January 2021

An online Meeting of the Staff Council of Maharshi Valmiki College of Education was held on 28.01.2021 at 03.00 p.m. on the Google Meet Platform.

Members Present:

1. Dr. P.K.Sharma – Officiating Principal (In Chair)
2. Dr. Manjari Gopal
3. Dr. Jyoti Kohli
4. Dr. Neelam Mehta Bali
5. Ms. Minu Talwar
6. Dr. Satveer Singh Barwal
7. Dr. Raghavendra Prapanna
8. Dr. Vandana Gupta
9. Dr. Kailash Goel
10. Mr. Vinod Kumar A.
11. Ms. Rama Negi
12. Ms. Meenakshi Chawla
13. Ms. Nisha
14. Mr. Ashwini Kumar

Members not Present:

1. Dr. Ila Mehrotra
2. Dr. Ramji Dubey - On duty - CIE B.Ed. Admission Committee

Business Transacted:

1. The Minutes of the Staff Council Meeting dated 03.11.2020 were confirmed.
2. Rotation Supervision Programme for SEP: Rotation Supervision Programme for SEP was discussed. The SEP Committee proposed Feb. 3, 4, 10 & 11; 2021 as the dates for online Rotation Supervision. Two additional supervisors were decided to be inducted for the four days of rotation supervision so that the groups to be supervised by each rotation supervisor remain manageable, say, each consisting of 5-6 students. It was resolved that the SEP committee would do the needful so that the information etc. regarding the rotation programme reaches the students and the schools well in time.
3. Minimum Requirement for SEP: On the basis of the inputs received from the SEP school groups and in view of the very different pandemic situations under which SEP was being organised, it was resolved that the following be considered as the minimum requirements to be fulfilled by each student during for the SEP in the year 2020-21:-
 - a. Minimum Lessons to be delivered (Combined for both levels) = 32
 - b. Minimum Lessons to be discussed at each level = 4
 - c. Minimum Lessons to be supervised by Regular Supervisor (Combined for both Levels) = 12

- d. Reflective Journal - to be submitted mandatorily by each student.
 - e. Minimum number of Peer Observations = 10
 - f. Action Research/School Aspect– The choice between the two to be made as per the decision of the regular supervisor.
4. The following areas were suggested to the SEP committee for developing the field observation programme for the year 2020-21:-
- a. Institutional visits.
 - b. Study of schools using the school websites and/or virtual tours.
 - c. Class observation (Including observation of online classes of the regular teachers)
 - d. Field observation in real/online/blended mode in the months March/April 2021.
 - e. Any other as may be feasible in the prevailing pandemic situation.

The meeting concluded with a vote of thanks to the Chair.

Dr. Neelam Mehta Bali
Secretary, Staff Council

Dr. P.K.Sharma
Officiating Principal