

Month-wise discussions and work done by the faculty of Home Science (July 2022-June 2023)

Members

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Prof Reema Lamba, DIC, Department of HDFE

Prof Upasna Seth, DIC, Department of Food Technology

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Ms Shashi Prabha, Department of NHE

July, 23

Notice regarding ER/ AB/ RA mentioned in the Nov-Dec 2021 result was shared by Prof Reema Lamba in the WhatsApp group of Home Science teachers to be shared with the students.

All the DICs were requested to inform about the subject combinations of their respective disciplines.

No change in the combinations was requested by all DICs

The notice related to the International Year of the Millets was shared. The dept of NHE and FT are requested to work on it as per the directions of the respected Principal mam. Pl, share your work plan for the same. Pl coordinate with Prof Manisha Wadhwa

All the DICs were requested to ask the CRs to contact the student coordinator of the Internship placement committee

All the DICs were requested to share the name of the paper along with its UPC of sem2

Proformas for Generic Elective Course and SEC option for BA Prog semester 5 were shared

All the DICs were informed that the college is in the process of preparing its Prospectus for 2022-23 which will be uploaded on the college website. DICs were requested to kindly furnish the following information based on NEP 2020 by 29th July 2022 to enable us to prepare the prospectus.

- I. NEP complete WRITE UPs of Departments/Societies/Committees/Clubs/NCC/NSS

II. BRIEF WRITE UPS for the annual College publications (magazines/newsletters of respective departments/committees/societies

Google form related to employment details of the alumina was shared. All TICs are to forward to their respective alumni groups and make sure that they are filled.

All the DICs were requested to send a brief write-up about the department to website@aditi.du.ac.in to be uploaded on the website

BA Prog Sem 5 Time Table was shared

All DICs were requested to personally see their department tabs in consultation with their department colleagues and were requested to provide the requisite information so that they can upload

TICs kindly informed on examination group about the off-days of your department by tomorrow so that exam duties can be put accordingly.

TICs plz inform us about the dates of practical exams through email at obeteachers21@gmail.com. Prof Upasna Seth was requested to mail the information regarding invigilation duties to Examination Committee

August, 23

All TICs are requested to mail the information of the 3rd and 5th sem in the following format by 6th August positively to Time Table Committee mail id. Also, provide the off-days of teachers.

Depts of FT and NHE shared E poster and registration form for Recipe Competition on the occasion of the 75th Independence Day on the theme, 'Har Ghar Tiranga

All TICs are requested to add your sem V CRs in the alumni groups to help facilitate the filling up of placement forms

All TICs are requested to do the following:

1. Brochure of their department
2. PPT about their department
3. Video of their department including inputs from every faculty member, prominent Alumni and a few current students.

Ms Shashi was asked to collect information from all DICs and compile it. She agreed and requested to mail the required information at sashi.prabha.dm@gmail.com

All TICs pl depute a teacher of ur dept to check the uploaded marks for sem 2 with the Dealing Assistant to avoid the error. The same complied.

BA prog Sem 3 Time Table was shared

Depts of FT and NHE shared E poster regarding a webinar on, 'The potential of Indegeneous Millets and their Role as Functional Foods by Dr. Satyen Yadav (Founder India Millet Initiative) on 6 Sept, 23 at 11 am.

September, 23

Information related to the celebration of various events/talks/workshops in other colleges was shared.

All DICs were requested to sign the proposed budget given by them

October, 23

All teachers were requested to fill faculty teaching details through the given form <https://questionpro.com/t/AQ0P1ZtSi2>

All TICs are requested to mail the information of 1st, 4th, and 6th sem in the shared format by 16th October positively to Time Table Committee mail id. Also, provide the off-days of teachers. Also, mention Value added courses n skill enhancement courses for 1st sem in 3rd column at mail id aditi.Timetable22@gmail.com

Planning farewell get-together for Ms. Santosh Dabas, Lab Assistant (HDFE). It was decided to organize the get-together on 30.10.22

All the DICS are requested to furnish the data related to Alumni Achievements along with photographs at alumini@aditi.du.ac.in

All the DICS were informed that the information related to Admissions to Undergraduate programs for the academic session 2022-23 is ready to commence from 5 PM, Wednesday, October 19th, 2022 was shared. As per the Press Release dated 19.10.2022, the candidates who have been allocated in the first round of CSAS-2022 will start applying to your College from 5 PM, Wednesday, October 19th, 2022 (TODAY). The Colleges may also start processing the

applications as soon as they are received on the Dashboard of the College. The following points need to be kept in mind:

Candidates may have been given extra subjects in CUET. You need to match the minimum subjects required to meet the program-specific eligibility

2. General Test will not be mapped to any CLASS XII subject

3. Candidates who have been short listed for PMSSS will get their PMSSS allocations today. Currently, they have been allocated regular CSAS allocation as per their preference. They may choose between the two offers

4. PwD allocations have also been done.

5. The filter to see the candidates who have accepted the allocation will be made live.

6. Finally, Please be very careful before rejecting any application

Information regarding the google meet for admissions was shared. The username and password were shared with the teachers. A list of non-teaching staff certifying the forms was also shared.

E poster along with the registration form and WhatsApp link regarding Inventory Management Workshop was shared by Prof Sadhna Jain. All teachers and lab staff were requested to attend it.

Messages related to UGCF-NEP were shared as and when received

Messages related to filling out examination forms were shared

Information regarding an online meeting of the Internship and placement committee core team, all TICs and CRs of both second and third-year, alumni is scheduled for 28.10.22 at 7 pm to facilitate the working of important committees for NAAC and NIRF.

Information regarding an online meeting on 27.10.22 at 4 pm regarding the timetable. The representation from each dept is very important. Later MoM was shared

Google forms to be filled out by students about the Major and Minor Subjects were shared

A list of SEC and VAC was shared

November, 23

Information regarding UGCF-NEP was shared

Google forms for VAC and SEC, GE languages were shared to be shared with students

Datasheets were shared

An Excel sheet of total admissions till 3rd Nov was shared

Prof Reema Lamba shared an E poster about the celebration of Children's Day with a screening of a Movie on 14.11.22

FT and NHE depts shared an E poster about the organization of Food Fest, 22 on 15.11.22

A list of students who opted for Major and Minor subjects was shared

The academic calendar for sem 3 and 4 was shared

A list of invigilation duties performed by the Home Sc teachers in practical examinations was shared with Examination Committee

Admission status after round 3 was shared

Google forms of SEC, VAC, AEC, Major/Minor, and GE languages were shared

All Tics are requested to instruct the students to fill anti-ragging undertaking available under the following link of the University Grant Commission and forward the screenshot of the submitted undertaking on Email-antiragging2022@aditi.du.ac.in.

The teachers were asked to make a WhatsApp group of their Sem 1 students

Admission status after round 4 was shared

December, 23

Prof Reema Lamba shared the E poster of a talk on 'Navigating a Child with Disability: An Interactive Webinar on World Disability Day to be held on 03.12.22

Time Table of Sem 1 was shared

All the teachers were requested to conduct meeting with parents of the students

January 2023

All the teachers were requested to share the accurate workload of their departments by 6th January, 23

BA Prog Time Table for Sem 4 and 6 was shared

All DICs were requested to create ids of their department with Jamil Ji.

Information regarding the meeting of CR with the Principal mam on 13.1.23 at 11.30 am was shared

Planning farewell get-together for Ms. Sulochana, Lab Assistant (NHE). It was decided to organize the get-together on 30.1.23

Prof Upasna Seth informed that PTM of FT 1st, 2nd, and 3rd year is done total of 35 parents had joined

All are requested to share the workload again at the earliest with all details like no. of students etc

Prof Seth shared the E poster and registration form for the students for the Rangoli-making competition & photography/video-making competition to be organized by Philostos Club of FT and NHE on the account of Republic Day on 25th January, 23

The directions of the principal mam regarding the invitation of the resource persons were shared with the faculty. In all your future events try to call persons from agencies where there is a scope of placement. This should be in addition to the experts you will call as resource persons.

The edited list of admitted students in FT, HDFE, and NHE was shared on WhatsApp group of Home Science. It was reported by teachers of FT and NHE that the actual number of students is 18 and 23 respectively

Notice related to meeting with Principal mam regarding the subject combinations was shared. All the DIC reported that they are okay with present subject combinations of their respective disciplines

February

Prof Sadhna Jain shared the registration form for activities and E poster for the celebration of an event on the theme, 'Mera Pyara Bharat' by the students of semester 4 of HDFE on 03.2.23

Prof Reema Lamba informed about the organization of a workshop by HDFE Society on, 'Early Interventions and Rehabilitation of CWD by Ms Shilpa Arora on 09th Feb, 23.

Prof Poonam Lakra was requested to verify the leaves of Ms. Shashi Prabha for the purpose of releasing her salary

The invigilation duties performed by the teachers of Home Science were shared with the examination committee

PPT regarding filling of examination forms by the students of Sem 1 of NEP-UGCF was shared

Prof Upasna Seth shared the E poster of an event 'Rubaru' organized by Philsotos Club on 16.2.23

March, 23

All the DICs were requested to ensure that POs and CO's, along with the syllabi of your subjects are uploaded on the website by 15th March in consultation with Jamil... You have already compiled this information under Bloom's Taxonomy.

It was decided that the current DICs of Home Science will take care of their respective dept. All the DICs were requested to get the necessary data/information uploaded on the website with the help of the System Administrator

SEC option form for students of BA Prog of semester 2 was shared with the faculty of Home Science and was requested to share with their students.

The teachers were requested to share the details of the activities conducted by their respective departments in the current academic year with the Convenor, Annual Report on the stipulated mail.

All the teachers were informed about the continuation of their TIC/DICship till the completion of NAAC

Teachers were requested to visit the college website and update the information about their department from time to time

April, 23

All the teachers were informed that the IIQA for NAAC accreditation has been submitted.

All the teachers were informed to be ready with all display material for a small cubicle that will be allocated to each department /Committee during the NAAC visit...keep department files, printouts of Syllabi, timetable, publications, newsletters, department magazines, a team of student volunteers, ppt ready.

Two days workshop was conducted for the students of Semester 4 of HDFE on 'Convert Trash into Treasure' on 11.4.23 and 12.4.23 under the theme of G-20 for the year 2022-2023 to save the environment.

The students of Semester 4 of HDFE organized a theme-based event on 'Preschoolers: The Champions of Environment' on 20.4.23 in partnership with G-20 Presidency (University of Delhi). The students showcased their talents and performance through theme-based Nukkad Natak, the dramatization of theme-based rhymes, Slogan writing on the 'Importance of millets for children, and artifacts prepared by using the principles of reuse, recycle, and reduce. A team of students grew the saplings of millets and these were distributed to teachers and students in recycled and decorated with Worli Art earthen pots as a token of duty to save the environment.

An online interactive on 'Gender and Environment' was organized by Prof Sadhna Jain of the HDFE department on 24.4.23 from 5.00 pm-6.00 pm. It was delivered by Ms Shubhika, Founder and CEO, of FIFE.

Notifications regarding Annual mode UG examinations were shared with teachers

All the Discipline In charge were requested to provide the information regarding practicals commencing from 1/5/2023.

Teachers were requested to inform the practical dates sem 4 and 6 of so that everyone can perform invigilation duties.

May, 23

The examination committee was requested by individual teachers to provide relaxation in theory exam duty in lieu of practical exam duties.

All teachers were requested to submit the internal assessment (IA) of third-year Sem 6 and second year, Sem 4 students latest by 8th May 2023 in the usual Performa shared earlier for IA in soft and hard form. The hard copy IA has to be duly signed by the students.

Notice related to reporting time of examination duties was shared.

Notice related to NAAC preparation shared at Aditi Official: All TICs are requested to take custody of department files for the last 5 years...and keep the current file ready. Also, ensure the soft copy of the same in one folder. Further, please prepare a PPT of 12 slides focusing on

faculty introduction, PO, CO, and NEP compliance, department activities, and events with pics, publications, and vision for the future.