**Meeting 23rd December, 2017**

**Resolutions and Action Taken**

1. To follow Time-table of teaching strictly.
* Lectures are held as per Time-table. Focus is on completion of 100% syllabus and its revision. Exam schedule has not hampered lecture schedule. Daily monitoring of lectures is done. Students are satisfied with the lectures.
1. Prize Distribution be arranged in the last week of January, 2018.
* Prize Distribution arranged. Students getting ranks in academic performance, sports and cultural activities and competitions rewarded with the certificates, memento and Cash Prizes to First rank holders in the academic examinations.