

## **1<sup>st</sup> MINUTES OF STAFF MEETING, 2025**

**Venue** : Faculty Room  
**Time** : 2:00 p.m.  
**Date** : 11th July 2025

1. Dr. H. Lalrinmawia
2. Dr. CS Zodinpuii
3. Mr. Bharat Bhuyan
4. Mr. Wahengbam Gopeshore
5. Ranbir Arambam
6. Ms. Lalrohlui
7. Ms. PC Lalthanliana
8. Ms. P.C. Lalrinfeli
9. Ms. Rebecca Lalhlimpuii
10. Mr. Micky Lalnuntluanga
11. Mrs. Subarna Debnath
12. Mr. Lalruatfela
13. Mrs. Zodinthari
14. Mr. Lalrionghaka
15. Mrs. Lalmuanpuii
16. Mrs. Rodintluangi
17. Mr. Judhajoy Jamatia

The meeting was chaired by the Head of Department; he welcomed all the members present and thanked them for making it convenient to attend the meeting.

Agenda discussed as below:

1. Regarding the MMRIT course. the committee has decided to prepare Daily Routine. Subject-wise teachers. and to arrange for an additional Visiting Faculty (il required) within the month of July. The MMRIT Committee will take necessary action for the above stated measures.
2. The meeting has formed Department Condemnation Committee as follows:

Chairperson : Dr. CS Zodinpuii

Secretary : Mr. Ranbir Arambam

Members :

i. Mr. Wahengbam Gopeshore

ii. Ms Lalrohlui

iii. Ms. PC Lalrinfeli

iv. Mr. Gabriel Lalthlanawma

The committee shall check condemnable items and certified by expert after which only submitted to the store department for condemnation.

3. The committee has reviewed the recent Even Semester examination results, Miss Lalrohlui has been appointed to list out the numbers of students failing per subject and handed over to the concerned teacher for their information. The teachers concerned are requested to take appropriate action for the improvement of the result for the next examination.
4. Mentor and Mentee must be made for the improvement and to help aid the students regarding their Results, academic problems and personal issues.
5. Department Meeting with Director will be held on 16th July 2025 (i.e. Wednesday) and any necessary preparation must be made as per requirement.

Copt to:

1. Director, RIPANS, Aizawl
2. Guard File
3. Department Notice Board

Head of Department  
Radio Imaging Technology  
RIPANS. Aizawl