## Meeting

A meeting was held on dated 3 September 2021 in English Department. The primary agenda of the meeting was to discuss how we can tackle with the problems of students related with class rooms and girls lawns. A proper roadmap was maintained in order to make sure that students must not face problems related with Cleanness and Campus Maintenance.

It was also decided in the meeting that the workers must do their work properly so that students must not face any kind of problem related with Cleanliness and Campus Maintenance. The convener of cell took the meeting and had discussed important matters with other cell members

Meeting ended with vote of thanks.

Members present in the meeting.

Dr Sheetal Bajaj

Dr Goldy Rani

Pro Avtar Singh

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10 The HOD English Department. Crwri Nanak Collogl Budhlada Respect Mam. I would like to draw pur Attention on the Problem of to Hygiene. sanitation in our class Trooms. Please take care of this Problems and it help is by doing so we shall really thanful to you. Yours and dentity. 1309. BA- TING Eny Lit

## Meeting

Agenda- A meeting was held on dated 7 September 2021 in English Dept. The primary agenda of the meeting was to discuss the issues of grievance of hygiene in class rooms and girls lawn. Some students in the classroom brought in the notice of the HOD of English Department and cell members that their classrooms were not properly cleaned due to that reason they were not able to use some benches and chairs in the class room.

Problem-The roll no's of students who came to tell their problem were 13009, &13004. They represent the problems. Further they informed the teacher that they try to solve this problem by telling workers who were on duty but there was no outcome of their efforts because of the negligence of workers. The HOD of Department immediately forwards the complaints to the cell members for solution.

Action taken-It was also decided in the meeting that the workers who did the work of dusting in their classrooms have been identified and asked to do their work properly.

The same has been done and the workers became aware about their duties. The cell members went to check the areas. The cell members noticed that they have started doing their work properly. Then students felt relief to get rid of this problem. It was noticed by the cell members that hygiene improved in classrooms and students felt satisfy by the working of cell members.

Meeting ended with vote of thanks.

Members present in the meeting.

Dr. Rupinderjeet Kaur (HOD)

Pro Artar Singh

Dr Sheetal Bajaj

Dr Goldy Rani