

## Members Present

Date: 25.06.2018

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2. ~~P. J. ...~~ 25/6/18
3. ~~Stramain~~ 25.06.18.
4. ~~...~~ 25/06/18
5. ~~...~~ 25/06/18
6. ~~...~~ 25/6/18
7. ~~...~~ 25/06/18
8. ~~...~~ 25/6/18
- 9.

## Resolutions:

1. The Departmental Committee decided to make a master routine to accommodate all the classes of all semesters as per the rules.
2. The Departmental Committee discussed on the matter of opening of evening course in the department for the session 2018-2019. However, after much discussion, it is resolved that since the department has <sup>have</sup> open a M.Phil course in regular mode from this session, the said matter of opening an evening course will be re-think a bit later.
3. The departmental Committee took note about the opening of Add-on Course. It is being pointed by the members of the DC that as per the suggestion of the Hon'ble Vice-Chancellor sir that since the required number of students did not take admission in the Add-on Course (Basic and Advanced Java, Software Project Management), the said Add-on course stands cancelled until further order.

4. The DoDC also decided to open a new Add-on Course "Computer for All" as per suggestion of Hon'ble Vice-Chancellor Sir.

8. The Departmental Committee assigns some tasks to faculty members for smooth conduct of departmental activities

1. Teacher-Student meeting → Mr. Partha Choudhuri
2. Parent-Teacher meeting → Mr. Prabhask Singh
3. MOOC Course — Dr. Uttam Mandal — Dr. Utpal Nandi
4. Add-on Course — Mr. Prabhask Kr. Singh
5. Departmental Diary — Dr. Uttam Kr. Mandal
6. Routine — Mrs. Payal Gupta
7. E-Garbage — Mrs. Sabari Pramanik
8. IT student Data — Dr. Biswapati Jana

6. The Departmental Committee discussed about the infrastructure present in the department to run the M.Phil course. After discussion, it is resolved that the department requires two (02) classrooms, and two (02) teachers room along with one (01) space for setting up a lab.

7. M. Phil Committee formation

Prof. S. Saha — Co-ordinator.

Dr. B. Jana — Member

All faculty members are members of The M.Phil Committee.

External Experts

(1) Prof. C. Majumder, J.U.

(2) Prof. S. Choudhuri, C.U.

(3) Prof. Debanis De, MAKAHT.

(4) Prof. J.K. Mandal, K.U.