

NOTICE 24.08.2015

All the faculty members of the department are notified that departmental committee meeting will take place on 25.08.2015 at 4 PM at the Teacher in charge room to discuss following Agenda

Agenda:

- 1. To Confirmation of resolution of the last meeting.
- 2. To fix the date of Internal Examination.
- 3. To define logistic and norms for our new departmental library.
- 4. Ph d scholar to deliver lecture on progress of their work annually.
- 5. Discussion on budget estimates.

Asmila Blattachangya

- 6. Nominating faculty members in absentia for department in charge.
- 7. Misc.

Dr A. Bhattacharyya



Departmental Committee Meeting

25.08.2015

Asmila Blattachangge Dr A. Bhattacharyya 1.

Pujasree Chatterjee

4.

Sanchari De

Teacher in charge took the chair

Resolution 1:

The resolution of the last meeting is confirmed.

Resolution 2:

Internal Examination dates

3rd Semester 1st half

> September 8, 2015: 301A – Ms Pujasree chatterjee

> > 302A – Dr. Asmita Bhattacharyya Sept.9:

303A – Prof. SAH Moinuddin Sept.10:

Sept.11: 304A – Sanchari De

2nd half November 3rd, 2015; 301B – Ms Pujasree chatterjee

> Nov. 4th 302B - Dr. Asmita Bhattacharyya Nov.5th 303B - Prof. SAH Moinuddin

Nov.6th 304B - Ms Sanchari De

1st semester

1st half

October 5th, 2015: 101A – Ms Sanchari De

October 6th 102A - Prof. SAH Moinuddin October 7th 103A - Ms. Pujasree Chatterjee October 8th 104A - Ms. Pujasree Chatterjee

2nd half

December $7^{th} - 101B - S.D.$ December $8^{th} - 102B - S.D.$ December $9^{th} - 103 B - PC$ December $10^{th} - 104B - AB$

Resolution 3:

Departmental Library:

1 copy register, the rules & regulation of the library will be framed by Ms Pujasree Chatterjee and Ms Sanchari De. That will be duly approved by all faculty members of this department.

Resolution 4:

The Ph D scholars are requested to deliver their lecture on Ph D progress work annually.

Resolution 5;

The budget estimate were discussed and sent to the concerned office.

Resolution 6:

As per the departmental resolution the senior most faculty members in the department will act department-in-charge in absentia on given time.

Resolution 7:

No issue in Misc.

Dr A. Bhattacharyya

Asmila Blattachangya