

DC Meeting - 132

- ① Prof. Debidas Ghosh
- ② Dr. Sandip Chattopadhyay
- ③ Dr. Chanda Mallick
- ④ Dr. Surojit Ghosh Das

9/9/19
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Agenda : 1) Confirmation of the previous meeting

9/9/19

- ② Missing of computer parts earlier from the department.
- ③ Different matters related to NAAC preparation
- ④ Stock checking for chemical and instruments
- ⑤ Initiation of course work and report of research activities of scholars with 3 months interval.
- ⑥ Miscellaneous.

- 1) Resolution of previous meeting confirmed
- 2) Regarding the missing of computer parts we have issued a letter earlier to the registrar for CC TV camera. The present condition also requires CC TV camera to the departmental store cum Lab and corridor and instrument Lab.
- 3) Department will conduct parent-teacher and student teacher meeting very soon. Department already collected the name and mobile numbers of parent for this committee.
- 4) ~~END~~ outcome of the CND course and syllabus is yet to ready. Department committee would like to request Dr. Chanda Mallick to prepare the same.

5) Stock checking for chemical and instruments will be conducted by Dr. Chhanda Mallick and Dr. Inojit Das with the help of RA staffs and Research scholars. Out of order instrument will be identified by above Faculty members.

6) The Course work exam for 2018-2019 will be conducted before Puja vacation and before convocation with tentative date 24.09.19 - 26.09.19.

7) Course work for 2019-2020 session will be conducted from 23.09.19. Department will send letter to Registrar in this regard.

8) 3 month research progress report with notification will be submitted among the Research Scholars.

Das
9/7/2019

09/09/19

9/9/19