

Date: 04.12.2020

To
The DC Members
Department of Microbiology

Dear Sirs,

Online DC meeting will be held on 07.12.2020 at 8 PM through Webex (ID: 589088365) to discuss about the following agenda:

Agenda:

1. Discussion about 2nd semester examination
2. Discussion regarding urgent repairing services needed for NAAC visit
3. Miscellaneous

You are requested to attend the said meeting.

Regards,

Nandini Ghosh

(DR. NANDINI GHOSH)

TIC

Dept. Of Microbiology

Minutes of the online meeting of Departmental Committee of Microbiology held on
07.12.2020 at 8 PM

Members present:

1. Dr. Nandini Ghosh, TIC	Nandini Ghosh
2. Prof. K.C. Mondal	Keshab Chandra Mondal
3. Dr. Suman Halder	Suman Kr. Halder

Dr. Nandini Ghosh, TIC, presided over the meeting.

The following resolutions were taken unanimously:

1. After completion of the 2nd semester examination the answer scripts will be distributed by TIC to the respective faculties and faculties will submit the award list to the TIC.
2. A list for repairing of window glasses, electrical switches, AC, refrigerator, LCD projector etc is prepared and TIC is requested to submit the same to the University authority.

N Ghosh
7.12.2020