

মিটিং নং / Meeting No.	200/DC/08/23	উপস্থিত সভ্যগণের নাম	স্থান / Place	HOD, Chamber
তারিখ / Date	22/9/23	NAME OF MEMBERS PRESENT	সময় / Time	12.15 PM

১। ১.	Bijmas Mandal 22/9/23	৯। ৮.	১৫। ১৫.
২। ২.	Heena 22/9/23	১০। ৯.	১৬। ১৬.
৩। ৩.	22/9/23	১০। ১০.	১৭। ১৭.
৪। ৪.	22/9/23	১১। ১১.	১৮। ১৮.
৫। ৫.	Sachin 22/9/23	১২। ১২.	১৯। ১৯.
৬। ৬.		১৩। ১৩.	২০। ২০.

1. The resolutions of the previous meeting were confirmed

2. **Action Taken Report (ATR) of the student's feedback regarding the evaluation of teachers of the Department of Zoology for the session 2022-23**
 The above matter has been placed on the agenda in the meeting of the **Departmental Committee (DC)** on **22.09.2023 (Meeting no. ZOO/DC/08/2023 Dated: 22.09.2023)** and after threadbare discussion getting inputs from different teachers of the Department, the following observations and decisions have been taken.

- The reports submitted by M.Sc. students of Semesters II and IV, 2022-23, and subsequently analyzed by the University Authority have pointed out overall satisfactory performances of all teachers of the Department towards discharging their responsibilities towards the fulfillment of the academic requirements of the Department.
- The teachers of the department are advised to adhere strictly to their best performances, as revealed by the marking more than '4' but should be more careful on the evaluation criteria where they got less than '4'.
- The students expressed their views in general to experience more practical classes and field-oriented training, and also get more relevant academic materials, especially support from the library.
- The departmental committee has stressed more the regularity of taking classes as well as the completion of the maximum parts of the syllabus as possible.
- The departmental committee like in previous years also expressed deep concern about not filling up the existing vacancies of both teaching and non-teaching staff in order to render more effective services toward fulfilling the expectations of the students
- The departmental committee also expressed deep concern about the shortage of reference books in the central and departmental library

3. In a letter to the HOD of Zoology, Professor Bidhan Chandra Patra disclosed that he is not utilizing his laboratory space (Room no. 219) on the first floor and his sitting room on the ground floor of the Department of Zoology. The subject was deliberated upon in the DC. The DC expressed concern about the underutilization and the maintenance requirements of the aforementioned rooms. Given the circumstances, the DC unanimously decided that Dr. Biplob Mandal be allowed to relocate himself to the sitting room of Prof. Bidhan Chandra Patra on the ground floor of the Department of Zoology. Prof. Patra will utilize the sitting room that was previously occupied by Dr. B Mandal on the ground floor of the Zoology department. Prof. Patra's ground floor sitting room contains files, books, and other materials that have been cataloged (content not verified) and secured with locks. In accordance with a previous resolution adopted at the DC meeting dated 30.03.2023, Dr. Sagar Acharya was granted unanimous authorization by the current DC to utilize the laboratory space (Room no. 219) on the first floor of the Department of Zoology. The instruments that were present in the above-mentioned laboratory space were also been cataloged with current status. The DC resolved to submit a request for funding to the Honorable Vice-Chancellor in order to construct an animal cell culture facility on the first floor of the Zoology Department (Room no. 219).
 The departmental committee also expressed deep concern about the lack of laboratory space for individual faculty members and requested more laboratory space for research.
 The meeting ended with thanks to the chair

Bijmas Mandal
 22/9/23
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