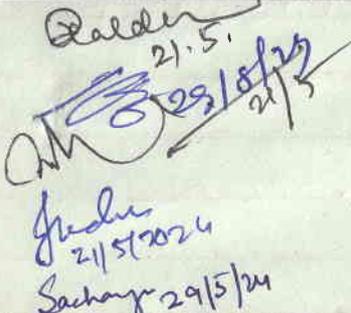


মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	২০০/১৫/০৩	২৪. উপস্থিত সভ্যগণের নাম	স্থান / Place	HOD room.
তারিখ / Date	২১.৫.২৪	NAME OF MEMBERS PRESENT	সময় / Time	৩.০০ pm.
১। ১.		৮। ৮.	১৫। ১৫.	
২। ২.		৯। ৯.	১৬। ১৬.	
৩। ৩.		১০। ১০.	১৭। ১৭.	
৪। ৪.		১১। ১১.	১৮। ১৮.	
৫। ৫.		১২। ১২.	১৯। ১৯.	
৬। ৬.		১৩। ১৩.	২০। ২০.	
৭। ৭.		১৪। ১৪.	২১। ২১.	

নং / No.	রেজল্যুশন / Resolution Adopted
1	Resolutions of the last meeting were confirmed.
2	In relation to # 4, the DC agreed to celebrate the forthcoming World Env. Day on 5th June 2024 by releasing the Wall Magazine at 2.00 pm followed by a special lecture on Biodiversity at 3.30 pm.
3	Internal Assessments of IV th are preferred to be completed within May in view of having enough study leave before final exams.
4	In relation to the requisition of last meeting point # 6, Prof. J. Kundu is requested to pursue the matter. He is also requested to share with all the existing state of departmental funds such as contingency and utilization of stock & chemicals.
5	Due to exams and session-ending pressure of students, no more special lectures may be organised for the academic yr.
6	In response to the letter of prayer for re-examination of double-supplementary candidates (both day & CCAE) the DC unanimously decided to consider the case on sympathetic ground and forward for favourable decision to the Controller.
7	The list of activities prescribed by IQAC for the dept. were discussed and taken up among faculty members. a) The PhD course work syllabus shall be reformed as a job responsibility of Dr. B. Mandal. He shall also look after the mentor-mentee committee.

- b) M.Sc. syllabus remodelled as per guidelines - taken care of by Dr. S. Acharya.
- c) Pre- & post-learning questionnaire to be designed by each faculty member.
- d) Psychological assessments to be designed by PHM.
- e) Add-on courses to be designed by Dr. B. Chakraborty - based on poultry / vermicompost.

... the meeting was adjourned for the day.

- 8. In respect to agenda no. 5, regarding improvement of teaching-learning process esp. for helping slow-learner students, additional interactive sessions shall be conducted by respective course-coordinators.
- 9. In relation to the letter from Registrar ref. no. VU/R/CO207/2024 dtd 28.5.24, of Dr. S. Acharya, the study leave is being noted.
- 10. The present sitting room of Prof. B.C. Patra shall be kept under lock & key and kept for him whenever he visits dept. & only be allowed to be used if bare necessities with consent of HOD.
- 11. The meeting ended with thanks to the chair.

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Order
29.5.24.