## মিটিং রেজল্যুশন বহি MEETING RESOLUTION BOOK

A To Weeting No.		উপস্থিত সভ্যগণের নাম	
जारिप/Date	1.3.17	NAME OF MEMBERS PRESENT	সময় / Time
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Dear Colleagues,

We are going to hold an emergency meeting tomorrow (01.03.2017) at 4 pm in the chamber of HOD to consider the following agendum:

Preparation of a list of journals to be sent to the Director, IQAC

I have forwarded the email sent by Prof. Prakash C. Dhara, Director, IQAC to all of you on 24 February 2017. Kindly fill the details of journals of your choice (not included in the UGC list) in excel format and send the filled-in format to me at your earliest convenience. We would make a comprehensive list of journals in the meeting. The said format and the UGC notification are given in attachments. Please attend the meeting.

Sincerely,

Joyjit