

D C Meeting: 09.07.2019

Members Present:

1. Prof. A. K. Paul
2. Prof. P. V. Maiti
3. Dr. N. D. Chatterjee
4. Dr. S. Rudra
5. Dr. P. Acharya
6. Sri K. Ghosh

A Paul 9.7.2019

N. D. Chatterjee 09.7.19.

S. Rudra 9.7.19  
P. Acharya 9/7/19



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Ref. No.- VU/GEO/DC./

Date: 03.07.2019

**Sub: Departmental Committee Meeting**

To,  
The Faculty Members  
Department of Geography and Environment Management  
Vidyasagar University  
Midnapore, 721102

Dear Sir/ Madam,

This is to inform you that a meeting of the Departmental Committee will be held on **09.07.2019 at 2:00 pm** in the HoD Office, Department of Geography and Environment Management to discuss the following agenda.

You are requested to be present in the said meeting.

Agenda;

1. Confirmation of the resolution of last D C Meeting
2. Charge Handover
3. Letter from Director USIC for space from Geography Dept. for their extension
4. Syllabus Distribution and Finalisation of Routine
5. Miscellaneous

With best regards,

Yours sincerely  
*Ramkrishna Maiti*  
Ramkrishna Maiti

Sd/-

Prof. Asish Kumar Paul

Dr. N D Chatterjee

Dr Kausik Ghosh

Dr. Somnath Rudra

Mr. Prasenjit Acharya



Resolution of the Departmental Committee held on 09.07.2019 at 2:00 pm in the HoD Office

**Members Present**

1. Ramkrishna Maiti
2. Prof. Asish Kumar Paul
3. Dr. N D Chatterjee
4. Dr Kausik Ghosh (On Leave)
5. Dr. Somnath Rudra
6. Mr. Prasenjit Acharya

**Resolution**

**Agenda 1: Confirmation of the resolution of last D C Meeting**

Resolution of last D C meeting held on 14.06.2019 was read and confirmed.

**Agenda 2: Charge Handover**

Prof Ramkrishna Maiti took the charge of HOD from Prof Asish Kr. Paul with effect from 18.06.2019. Prof Maiti received some files and resolution books of the meetings from Prof Paul without verification.

In this connection faculty members were requested to extend all sorts of help and coordination to the present HOD for smooth running of the department.

Prof. Paul was requested to assist present HOD in research related activities.

Dr. N.D. Chatterjee agreed to assist present HOD in looking after Student-teacher and parent-teacher meetings; NAAC Visit and any such visits from various agencies. She was requested to look after the departmental affairs in the absence of present HOD.

Dr. S. Rudra was requested to assist present HOD in Exam related affairs including result, DDE Affairs, Seminar Library and Annual Report of the Department.

Dr. Prasenjit Acharya is requested to assist present HOD in looking after DST-FIST fund, External Funding for research, seminar and workshop.

**Agenda 3: Letter from Director USIC for space from Geography Dept. for their extension**

Faculty members discussed thoroughly on the proposal of Director USIC for their extension over the space in which presently physical and soil lab is set up by Geography Dept.. All members expressed their concern over the possible difficulties the Post-graduate and research students will face due to the closure or shifting of the running laboratory that they are using regularly. It was resolved to share the concern with Director USIC on the said issue.

**Agenda 4: Syllabus Distribution and Finalisation of Routine**

Syllabus of 3rd semester was distributed among the faculty members. Routine was finalized after minor modification on the earlier one.

**Agenda 5: Miscellaneous**

No Matter Raised.

→ Ramkrishna Maiti  
09/07/19