



Department of Botany & Forestry

**VIDYASAGAR UNIVERSITY**

Medinipur

Paschim Medinipur 721102, West Bengal

Phone : (03222) 276554, 276555, 276557, 276558 e-mail : [vidya295@mail.vidyasagar.ac.in](mailto:vidya295@mail.vidyasagar.ac.in)

Ref. No.

Date 10<sup>th</sup> July, 2022

(Communicated to all Faculties through e-mail from the account of HOD)

Dear Colleagues,

A Departmental Committee meeting will be held on **12th July, 2022 at 12.00 noon** in the chamber of the Head of the Department to discuss on the following agenda.

You are all requested to be present in the meeting.

Thanking you,

Agenda :

*1. Confirmation of last meeting.*

1. Space allotted to the department,
2. Annual Report of 2021 - '22
3. Progress regarding the proposed National Seminar
4. Departmental affair.
5. Miscellaneous

*AK Nandi*

*Dr. Asis Kumar Nandi*


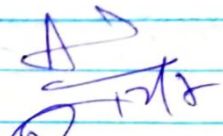
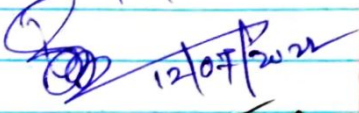
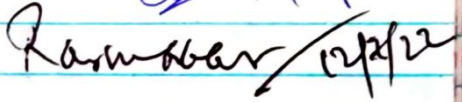
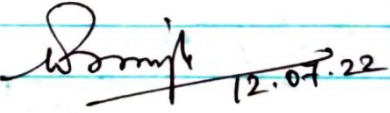
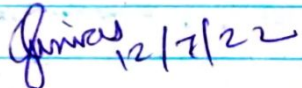
Head

**Department of Botany & Forestry**

Vidyasagar University

A Departmental Committee meeting was held on 12<sup>th</sup> July, '22, in the chamber of the Head of the Department of Botany & Forestry in the presence of the following members.

Members present:

1. Dr. Asi Kumar Nandi:  12.7.2022
2. Prof. Anil Kumar Mondal  12/7/22
3. Prof. Subdulal Banerjee  12/07/2022
4. Prof. Prakash Karmakar  12/7/22
5. Mr. Ramkumar Bhakat Absent
6. Dr. Nilanjana Banerjee  12.07.22
7. Dr. Gunjan Biswas.  12/7/22

Resolutions.

1. Resolutions of the last meeting were confirmed.
2. Space allotted to the Department of Botany & Forestry in the room numbers 23, 24, 27 and 29 on the 2<sup>nd</sup> floor of the Einstein Building (New Science building) as known from the letter of the Development Officer (dated 29.06.2022) was discussed and accepted. The D.O. would be requested to hand over the keys of the said rooms.
3. Annual Report of 2021-22 of the department was said to be made ready by 18.07.2022, so that it can be finalized after sitting together all faculty's on the following day.