



DEPARTMENT OF APPLIED MATHEMATICS WITH
OCEANOLOGY AND COMPUTER PROGRAMMING
VIDYASAGAR UNIVERSITY
MIDNAPORE -721 102, WEST BENGAL: INDIA

VU/MATH/ 04 /23

Date: 01.02.2023

Notice

An offline meeting of Departmental Committee has been arranged in the Department of Applied Mathematics with Oceanology and Computer Programming as per the following schedule:

Date: 08.02.2023

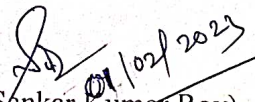
Time: 1.00 P.M

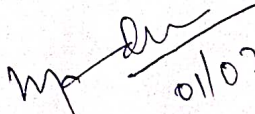
Place: at the room of HOD

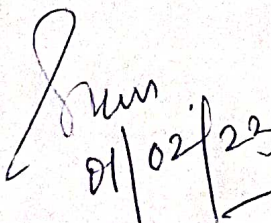
All the members of Departmental Committee are requested to attend this meeting to discuss about the following agenda:


1. To confirm the DC resolution held on 29.12.2022
2. To discuss for introducing a new short term course of Spoken English in the department for personality development
3. To discuss the reexamination (1st internal assessment of 1st Sem) for the new students who admitted later.
4. To discuss about the routine of 1st Semester examination will be started from 17.02.2023
5. To discuss the routine & course distribution of 2nd and 4th semester.
6. To discuss about the Parent teacher meeting and Student teacher meeting
7. To discuss about to decorate each of the classroom by the naming personalities with a photo and inspirational quotations.
8. To discuss room distribution in the department, including lab decoration.
9. Miscellaneous


With best wishes,



(Prof. Sankar Kumar Roy)
Professor and Head, (Ph.D, IIT KGP)
Professor & Head
Dept. of Applied Mathematics with
Oceanology & Computer Programming
VIDYASAGAR UNIVERSITY
Midnapore - 721102, W.B., India


01/02/2023


01/02/23


01/02/23


01.02.23


01/21/23

Members present in the DC meeting held on 8.2.23

1. ~~_____ 8/2/23~~
2. ~~_____ 8/2/23~~
3. ~~_____ 8/2/23~~
4. ~~_____ 08.02.23~~
5. ~~_____ 8/2~~
6. ~~_____ 8/2/23~~
7. ~~_____ 9/02/23~~

At the outset of the meeting HoD, Prof. Sankar Kumar Roy, welcomes all the members, and following decisions are taken as hereunder:

1. The resolution of the DC meeting held on 29.12.2022 is read and confirmed.
2. The agenda for introducing a new short term Language and Communication Skill course in the department for personality development of the students is discussed with all the DC members. All the members unanimously agreed with this proposal. Thereafter HOD placed the proposal of The British Institute, Midnapore branch to conduct communicative English training programme. The entire process, course fees etc. have been explained by the HOD. After a brief discussion, the following decisions are taken:
 - The registration fees are decided of Rs.-600/- for spoken English courses. It will be treated as a Language and Communication Skill course, and clarified to the members that the actual fees will be @ Rs.500/- of each student that to be paid to the British Institute., Midnapore Branch (a minimum course fees of 60 students will be paid to the training partner for each session). An additional charges of Rs.100/- is applied for each students related to the administrative cost (for introduction & valedictory programme, banner etc.)
 - This course will be offered for the students of both semesters including research scholars for this year. The classes will generally be offered to the students of 2nd Semester in each year. In this year upcoming students of 4th Semester may avail this course. This is to be mentioned that 60 students may enroll for each batch in a year.
 - This course will be completed within 3 months, and the total duration will be 48 hours only. It will be offered twice in a week for two hours per day (4 hours in a week, total 48 hours in 3 months).
 - The date and time will be varied as per the academic calendar and routine.
 - Any agreement of 5 years or contract will not be considered between the dept. of Applied Mathematics, V.U and the British Institute, Midnapore Branch for running this skill development course (5 years contract will not be entertained).HOD will communicate the entire process with the University Authority at the earliest.
3. The matter of re-examination of Internal assessment is discussed with all the members. It is noticed that one students could not appeared the 2nd Internal assessment due to her illness, Miss Susmita Ghosal, Roll No 99, 1st Sem, and another one Miss Priyanka Giri, Roll no 14, 1st sem who left the exam hall on the 2nd day of 1st Internal Assessment due to physical illness. It is also observed that some students were admitted in the department before the day of Internal Assessment. Considering the whole matter, it is decided that the re-examination will be conducted as soon as possible. A notice will be issued to the students in this regard to confirm any other such cases. The tentative date of Internal Assessment is decided on 02.03.2023.
4. The examination notification issued by the Controller of examination on 06.02.2023 for 1st semester examination, 2022 is placed before the DC members. It is observed that on 17.02.2023 (MTM 101), 20.02.2023 (MTM 102), 22.02.2023 (MTM 103), 24.02.2023 (MTM 104 CBCS), 27.02.2023 (MTM 105), and 01.03.2023 (MTM 106); the examination will be conducted. For this purpose, it is decided that 4 faculties are required on duty for each day of examination. Dr. Raghunandan Giri and Dr. Krishnendu Barman are requested to prepare the routine and submit to the HOD at the earliest. As the exam of 1st semester will be conducted on the 2nd half at 1.30 P.M, the classes of 4th semester will be conducted upto 1.30 P.M as per the routine.

5. The course distribution for upcoming 2nd & 4th Semester is prepared as hereunder:

Semester II			Semester IV		
Course No	Marks	Name of the Teacher	Course No	Marks	Name of the Teacher
MTM 201	50	DKM	MTM 401	50	GG
MTM 202.1	25	RNG	MTM 402	25+25	RNG
MTM 202.2	25	MP	MTM 403.1	25	KB
MTM 203.1	25	GG	MTM 403.2	25	MP
MTM 203.2	25	SKR	MTM 404 A	25+25	DKM+KB
MTM 204	50	KB	MTM 404 B	50	SKR
MTM 205	50	SKM	MTM 405 A	25	SKM
MTM 206	25	GG	MTM 405 B	25	MP
MTM 297	25	RNG	MTM 495 A	12.5+12.5	SKM+KB
			MTM 495 B	12.5+12.5	MP+ SKR

6. The routine for the new 2nd and 4th semester will be prepared by Dr. Raghunandan Giri.
7. A student teacher meeting will be held via offline in the month of March, 2023. After consulting with all the members, DC nominated the name of Prof. Dilip Kumar Maiti for this committee. In this regard, students will select one representative from each semester or the HOD may nominate anyone from the student after following their class activity.
- A parent teacher committee will be held shortly via online mode with all the guardians for running semesters. All the teachers of this department will be present in this meeting as invitee members.
8. The proposal of the HOD to decorate the classrooms with a photo and inspirational quotations by naming personalities is accepted by all the DC members.
9. After acquiring 3 rooms from the Development officer (one earlier used by Dr. Debesh Bhattacharya, teacher of Microbiology, another two rooms acquired from the department of Environmental science; HoD discussed to distribute the room as required. The distribution is as hereunder:

Sl No	Room previous status	Rooms assigned from today
1	New room that was earlier used by the Director of EVS	For Prof. Madhumangal Pal
2	New Office room along with a classroom that was used by EVS	For Departmental Lab
3	Vacant room of Prof. Madhumangal Pal	For New Teacher
4	Earlier used by Dr. Debesh Bhattacharya, teacher of Microbiology	For Departmental Scholar

It is decided that the Meteorology laboratory will not be used for any other purpose except meteorological instruments and should be vacant at the earliest. After necessary arrangements all the changes will be implemented.

10. Miscellaneous:

The lab decoration will be initiated time by time and will be submitted to the respective authority.

As the members feel that there is no other issue to be addressed on that day, the meeting is concluded by thanking all the members.

