

## Notice of DC Meeting

The meeting of the DC will be held on 28.3.2022 at 12 noon in the department to discuss the Students' feedback of 4th semester (2019-20).

### Members:

1. Ambarish 23/3/22 (Professor Ambarish Mukherjee)
2. Dr. Sujay Ghosh Sujay 23/3/22
3. Dr. Eyasin Khan — E Khan 23.3.22
4. Dr. Sumratha Kumar Marude S 23/3/22
5. Dr. Swatilekha Bhattacharya S. Bhattacharya 23.3.2022

The Teacher-in-charge took the chair and Thanks everyone for being present for the DC meeting. The proceedings of the last meeting held on 21.3.2022 were read out and confirmed.

On the basis of the mail received from the Director, IQAC dated 23.3.2022 regarding Student's feedback (4<sup>th</sup> semester, 2019-2020) of teachers, the DC thoroughly discussed the individual teacher's report and found that every teacher's performance is satisfactory where the average grade point is more than 4 (ranging between very good and excellent). Despite of every satisfactory feedback, the DC unanimously resolved to take necessary actions for further betterment of the teaching learning process.

1) In order to access updated study materials, we shall encourage the students to visit central library more frequently.

2) The teachers will encourage the students to participate actively in the students seminar/webinar, presenting papers in the seminar/webinar and to use the department library more extensively.

3) The teachers are advised to take more remedial/tutorial classes for the slow learners.

4) The teachers are requested to provide adequate material as per the cutting-edge research and provide extra attention to students (by mentors) for their academic development.

As there was no other agenda, the meeting ended with Thanks to and from the chair.

Members present:

Professor Ambarish Mukherjee

Ambarish 28.3.2022

Dr. Sujay Chosh

Sujay 28/3/22

Dr. Eyasim Khan - E. Khan 28.3.22

Dr. Suratha Kumar Malik

Suratha 28/3/22

Dr. Swalibencha Bhattacharya

S. Bhattacharya  
28.3.2022

Suratha 28/3/22

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