

# মিটিং রেজল্যুশন বহি

## MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	উপস্থিত সভ্যগণের নাম NAME OF MEMBERS PRESENT	স্থান / Place	সময় / Time
তারিখ / Date	14.08.14		
১। 1. Sutanu Dutta	৮। 8.	১৫। 15.	
২। 2. Snehansu Chandra Saha	৯। 9.	১৬। 16.	
৩। 3. Suamita Bala	১০। 10.	১৭। 17.	
৪। 4. Rajendra Prasad Ghosh	১১। 11.	১৮। 18.	
৫। 5. Anusini Kumar Pallick	১২। 12.	১৯। 19.	
৬। 6. Sanchita Pramanik	১৩। 13.	২০। 20.	
৭। 7.	১৪। 14.	২১। 21.	

নং / No.	রেজল্যুশন / Resolution Adopted
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### Notice

An emergency departmental committee meeting will be held on August 14, 2014 at 11:30 a.m. in the room of the Head of the department on the following agenda. All the faculty members are requested to kindly attend the meeting. The departmental staff members are also requested to be present in the said meeting.

### Agenda:

1. Preparation of our department for coming MOCK and NAAC visit.
2. Discussions regarding the preparation of our department before shifting the department to the Einstein building.

SUTANU DUTTA  
13-08-14

**HEAD**  
Department of Electronics  
VIDYASAGAR UNIVERSITY  
Midnapore - 721102, W.B.

S.C. Saha  
13/08/14

A.K. Mallick  
14.08.14

S. Ghosh  
13.08.14

S. Pramanik  
13/08/2014

S. Saha  
13/8/14

S. Ghosh

নং / No.	রেজল্যুশন / Resolution Adopted
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Resolution of the D.C. meeting dated 14-08-14

1. HOD of the department have requested all faculty and staff members of the department to start a special drive for preparation of the MOCK and NAAC visit on an emergency basis. All the faculty members are agreed to complete all the pending works of the department with the best of their support and efficiency.
2. Regarding the shifting of the department to the Einstein building before NAAC visit the following points have come out.
  - i) The electrical and internet connection should be completed in all the rooms including laboratories, class rooms, faculty rooms, seminar room and the room of the HOD.
  - ii) The proposed seminar room should be completed with ICT facility
  - iii) 50 numbers of chairs is required for seminar room and 25 numbers of Desks are required for class rooms.
  - iv) 15 numbers of cushion chairs are required for faculty members.
  - v) Four number of almirah are required for proposed new laboratories.
  - vi) 30 numbers of single drawer tables are required for new laboratories.
  - vii) 40 numbers of plastic tools are required for two new laboratories for sitting arrangement of students.
  - viii) Two number of 1.5 ton split A/C for the proposed seminar room is required.
  - ix) One podium is required for seminar room with proper dais and tables for the resource persons.

S.C. Saha  
25/08/14

A.K. Mallick  
25.08.14

S. Ghosh  
25.08.14

Comment from Rajendra Prasad Ghosh on D.C. meeting of 14.08.14  
held on 14.08.14 at HOD room of Dept. of Eect.;  
I. In the D.C. meeting a discussion was made done regarding the conference ('CDIIS-15') to be held at 2015. It was decided that no decision to organise the conference was made and the issue was deferred for the next meeting. No such resolution is written.

R. Ghosh  
25.08.14

Was there any agenda regarding conference of our department?  
S. Pramanik  
28/08/2014