

# D. C. Meeting

04-05-2018

## Members present:

1. Prof C. Ghosh
2. Dr K. C. Mondal
3. Dr S. K. Halder
4. Mr D. C. Bhattacharya

~~Prof~~ 04-05-2018

~~S. K. Halder~~ 4.5.18

~~Banerjee~~ 4.5.2018

~~A. K. Chatterjee~~ 4.5.2018

## Agenda

1. Confirmation of the proceedings of the last meeting.
2. ~~Discussion~~ Discussion on P.G. Admission Test
3. Ph.D entrance examination
4. Parents teacher committee meeting.
5. Student-teacher committee meeting.
6. Invigilation duty of examination.
7. Practical examination routines.
8. Revision of Parent-Teacher committee and Student-Teacher committee.

## Resolution

1. The proceedings of the last meeting is confirmed.
2. D.C. discussed the setting of question papers for P.G. Admission Test. Faculty members were requested

to submit questions and co-ordinator is requested to moderate the questions for the same.

3. Ph.D entrance test questions are to be prepared by the faculties and ~~modern~~ co-ordinator is requested to moderate the same.

4. Parents-Teacher committee to be revised. Members are Co-ordinator/Head & Dr S.K. Halder, ~~one member~~

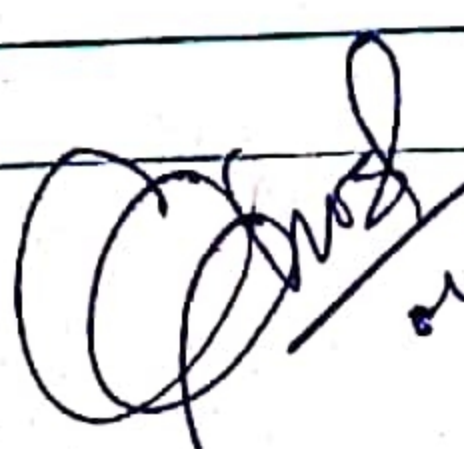
5. Students-Teacher committee to be revised. Members are Co-ordinator/Head and Dr K.C. Mondal.

One Parent-Teacher meeting has to be carried out after theory examination of the students. One Student-Teacher meeting has to be carried out at the same time for the semesters.

6. Immigration duty has to be prepared. Practical duty schedule has to be finalized, dates have been suggested to the Controller of Examination.

7. Department will request for at least two guest-teacher appointment as per the present rule of the university to combat the teaching-load & lack of teaching staff.

8. The co-ordinator is requested to write the letter to the honorable V.C for approval of new date for the Study term of 2nd semester students.

  
24.05.2018