

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	
তারিখ / Date	20/02/18

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	
সময় / Time	

১। 1. Joyjit	৮। 8.	১৫। 15.
২। 2. Mahabandhyay 20/2/18	৯। 9.	১৬। 16.
৩। 3. Bandyopadhyay 20/2/18	১০। 10.	১৭। 17.
৪। 4.	১১। 11.	১৮। 18.
৫। 5. Hemant 20/2/18	১২। 12.	১৯। 19.
৬। 6.	১৩। 13.	২০। 20.
৭। 7.	১৪। 14.	২১। 21.

নং / No.

রেজল্যুশন / Resolution Adopted

To

Tirthankar Das Purkayastha English Debashis Bandyopadhyay Faculty Indranil
Acharya Hemant Kumar

16 Feb at 10:33 PM

Dear Colleagues,

We would like to hold an emergency DC Meeting at 2 pm on 20 February 2018 to
consider the following agendum:

Add-on Course to be offered by the Department

Kindly make it convenient to attend the meeting.

Regards,

Joyjit Ghosh

HOD

Resolved that the rationale and the syllabus of the Add-on course that the department plans to offer are framed in the DC meeting held today.

The ^{graded} methods that are required to be followed for the implementation of the said course are also discussed. Among such methods the most important are -

- 1) Duration of the course - 3 months
- 2) Frequency of the course - Twice a week
- 3) Contact Hours - 24 hours @ 1 contact hour per class
- 4) Assessment & Project Work - 6 hours