

DC meeting held on 21.09.2020 through online mode in google meet.

Members Present:

Professor Debdulal Banerjee, Head
Professor Amal Kumar Mondal
Mr. Ram Kumar Bhakat
Dr. Asis Kumar Nandi
Dr. Prakash Karmakar
Dr. Nilanjana Banerjee
Dr. Gunjan Biswas

Resolutions:

1. Date for PHD course work (2019 batch) examination is scheduled and all faculty members were requested to submit question papers on the subjects they taught. Marks for paper iv were submitted by supervisor of the candidates, and is finalized in DC meeting.

2. Faculty members were requested to start there 3rd semester courses as per routine through online mode.

3. Regarding SAP program HoD asked the coordinator, whether he is facing any problem to run the programme. Coordinator inform that everything is ok. Regarding purchase of instruments HoD informed that after finalization of specifications the same is with the coordinator for final NieT and BOQ preparation and will be send to finance section for further process and e-tendering.

HoD informed DC members that he has received an email from The Registrar; regarding a letter from UGC to send a blue print of the building grant (detailed estimate for the same was sent to UGC earlier). Engineering section will be requested to process the same, as soon as possible.

4. Under Miscellaneous a) Mr RK Bhakat sent an email to HoD to note in DC meeting that he wanted to go for DSC. DC noted the same.


b) Regarding teacher helpline number as asked by Controller section for smooth running of M.Sc. fourth semester examination, name of Dr. Nilanjana Banerjee and Dr. Gunjan Biswas were incorporated and there telephone number were provided.

c) Dr. D. Banerjee informed that some fire incidences took place in his room during the lockdown period, due to which instruments and plastic wears, wooden furniture were damaged. Paper materials were also damaged due to stagnant water. He has shifted some of these materials in corridor for cleaning and repairing.

d) HoD informed key for some of the rooms are not there in the departmental branches. As per staff member of the department, some faculty members used personal locks and copy of keys not deposited for departmental bunch.

e) Faculty members showed their desire to meet with 4th semester students before their final online examination, to give them a mental support. In this regard HOD was requested to take permission from authority and consult with the Dean, Faculty of Science for the same.

The meeting ended with thanks to the chair.


21.09.2020
Dr. Debdulal Banerjee
Professor and Head
Department of Botany and Forestry
Vidyasagar University, Midnapore – 721102