

DC meeting held on 20.11.2020 through online mode in google meet.

Members Present:

Professor Debdulal Banerjee, Head

Dr. Asis Kumar Nandi

Dr. Prakash Karmakar

Dr. Nilanjana Banerjee


Dr. Gunjan Biswas

Resolutions:

1. Resolutions of the DC meeting dated 21.09.2020 were read and confirmed.
2. Total number of Ph.D. candidates to be taken in the year 2020 is discussed and calculated as 4 (AKN, 1; PK, 2; GB,1).
3. As per notification Ph.D. entrance test will be held online; faculty members were requested to send some research topics to HoD soon by email.
4. Course curricula for 3rd semester, already covered about 60% as informed by the members involved in their teaching process. Faculty members who have not yet taken internal exam are requested to do the same. Faculty members were also requested to take CBCS classes regularly.
5. Regarding purchase of instruments under SAP program, HoD informed that e-tendering process has already completed and total 14 beads were provided by the finance section to verify technical specifications. The technical specifications were sent to all faculty members including the coordinator for suggestion on 6th November, 2020. No response yet received from the coordinator, SAP in this regard.

As coordinator is absent in today's meeting, so HoD is requested to convene a meeting on 23.11.2020 at 12.00 noon to discuss on SAP issues (purchase of instruments and timely submission of annual report etc).

The meeting ended with thanks to the chair.


20.11.2020
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