

## MINUTES OF THE ACADEMIC SUB COMMITTEE MEETING

Meeting date: 08/01/2019 :: Venue: Principal's room

A meeting of the academic subcommittee was convened on 08/01/2019 in the Principal's room to consider following agenda. Dr. Satyabrata Sahoo, the Principal & Chairperson, Academic Sub-Committee, presided over the meeting. The undersigned members were present in the meeting.

### Members present:

1. Dr. Satyabrata Sahoo- Sd/-
2. Prof. Rajat Chakraborty- Sd/-
3. Prof. Susanta Saha- Sd/-
4. Prof. Sudakshina Sengupta – Sd/-
5. Prof Shyamal Banerjee- Sd/-
6. Dr. Mossior Rahaman- Sd/-
7. Dr. Sovona Ghosh – Sd/-
8. Dr. Manika Rakshit – Sd/-
9. Dr. Chandrima Goswami Bhattacharya – Sd/-
10. Dr. Bratati Dey – Sd/-
11. Dr. Rupa Acharya— Sd/-
12. Prof. Manas Mandal – Sd/-
13. Dr. Subhasree Thakur – Sd/-
14. Prof. Sujit Kr. Sasmal- Sd/-
15. Prof. Dipankar Roy– Sd/-
16. Prof. Rajyashree Halder—Sd/-
17. Prof. Rasidul Karim- Sd/-
18. Dr. Partha Biswas- Sd/-
19. Prof. Biswajit Majhi – Sd/-
20. Dr. Sreerupa Ghose -- Sd/-
21. Prof. Sreeparna Ghose -- Sd/-
22. Sri Tilak Halder –
23. G.S, Students' Union --

### Agenda:

1. To read and confirm the minutes of last meeting.
2. To place the C.U Part-III Exam 2018 result of B.A/ B.Sc/ B.Com.
3. To consider the issue of commencement of B.A/ B.Sc/ Semester-2 and B. Com semester-2 & 4 classes in 2018-19 session.
4. Miscellaneous.

### Discussion and decision:

1. The convenor read out the minutes of the last meeting. The members present confirmed it unanimously.

Prof. Sujit Sasmal mentioned that a resolution was taken in academic Sub-committee meeting held on 18/9/2018 regarding appointment of Guest teachers in several departments of this college. Extract of the resolution is given below.

*Bullet (h): The Principal responded that henceforth all requisitions for appointment of Guest teachers must be supported by existing work load justification of the department. It was decided that this issue will be discussed in detail in the next ASC meeting.*

But, unfortunately, the issue was not discussed in the next meeting. The Principal told that the department will justify the reason for appointment of Guest Teachers by their work load in next Academic Sub-committee meeting.

2. The convenor reported that the summary of Part-III Exam 2018 result was not available for discussion. Therefore it was deferred in the next ASC meeting.
3. Regarding commencement of B.A/ B.Sc 2<sup>nd</sup> Semester classes and B.Com 4<sup>th</sup> semester classes it was decided unanimously that:
  - a) These classes will commence w.e.f 16<sup>th</sup> of January 2019.
  - b) All the Honours departments will allocate some additional classes for their Hons students in the 2<sup>nd</sup> Semester of 2018-19 session.
  - c) Students' attendance will be recorded from the very first day of commencement of classes.
  - d) AECC-II classes of B.A/ B.Sc Sem-2 will be allocated across all the departments except Bengali.
  - e) A special lecture will be arranged by IQAC of the college on Environmental Studies which is introduced in the syllabus of Sem-2. Teachers from the Dept of Environmental Studies, C. U will be the resource persons.
  - f) Necessary study material on Environmental Studies will be procured by the college library.
  - g) Every department will report to the Principal, at the end of the semester, about the number of credit hours offered in each course by each teacher. This will be placed in the Academic Sub-committee meeting by the Principal.

There was no more issue to discuss.

The meeting ended with thanks to all members.



**PRINCIPAL**

**Dhruba Chand Halder College**  
**P.O.- D. Barasat, P.S.- Jaynagar**  
**South 24 Parganas, Pin- 743372**

Dr. Satyabrata Sahoo

Principal & Chairperson,  
Academic Sub-Committee,  
D C H College