

Minutes of a meeting held on 25th May, 2017

Venue: Conference Hall, Jhantji Hemnath Sarma College

Date : 25-05-2017

Time: 1:30 pm

Agenda of the meeting :-

1. To have a discussion about the preparation of time-table ahead of the commencement of the next academic session (Odd semester, 2017).
2. To have a discussion on the preparation of departmental academic calendar.
3. Preparation of teaching plan by various departments.

Resolutions :

1. As per the academic calendar of the Alibhugarkh University, classes of B.A./B.Com 1st, 3rd and 5th Semester will commence from 7th June, 2017.
2. The time-table committee was suggested to prepare the time-table for the upcoming semester and notify the same on the college notice board by 7th June, 2017.
3. All HoDs were requested to prepare the departmental class routine based on the general routine prepared by the concerned committee and to prepare the teaching plan so as to complete the whole syllabus within the stipulated time.
4. It was decided to review progression of courses under various departments in the next meeting of the cell.


Principal
Jhantji H.N.S. College

Signature: -

~~DPSS~~
Chairman

Coordinator
Curricular Aspect Cell
13A/C, Jhansi H.N.S. College

Members: -

1. Parman Phukan
2. Bijay Phukan
3. Bidya Dhan Barmah
4. Nani Rajkhowa

~~DPSS~~
Principal
Jhansi H.N.S. College