**ACADEMIC SESSION-2019-20**

**NO.01**

NAME OF THE DEPARTMENT :- EDUCATION

DATE OF THE MEETING:-28.07.2019

MEMBERS PRESENT:-

1. DR.PRODIP DAS,2. MRIGANKA NARAYAN DAS,3. SWAPNA JHA,4. MOUMITA DAS,5. MOUSUMI ADHIKARI

PURPOSE OF THE MEETING:-TO FULLFILL ACADEMIC OBJECTIVES OF THE DEPARTMENT .

AGENDA:-

1. To discuss about the upcoming internal assessment for sem-I and sem-III students.

2. To discuss about syllabus of internal assessment.

3.MISCELLENEOUS.

OUTPUT:-

1. THE MEETING WAS HELD ON 28.07.2019 WITH THE PRESENCE OF ALL FACULTY MEMBERS OF THE EDUCATION DEPARTMENT.

2. One of the main agenda of the said meeting was upcoming semester III and VI(hons and general) examination .

3 The syllabus progression for online classes were also discussed by the teacher.

4.. Syllabus progression report will be also made by the teachers.

REMARKS:-

Internal assessment will be taken in scheduled time.

**No.02**

NAME OF THE DEPARTMENT :- EDUCATION

DATE OF THE MEETING:-19.11.2019

MEMBERS PRESENT:-

1. DR.PRODIP DAS,2. MRIGANKA NARAYAN DAS,3. SWAPNA JHA,4. MOUMITA DAS,5. MOUSUMI ADHIKARI

PURPOSE OF THE MEETING:-TO FULLFILL ACADEMIC OBJECTIVES OF THE DEPARTMENT .

AGENDA:-

1. To discuss about the educational tour for part-III hons student.

2. To discuss about the syllabus distribution among the teachers.

3. .MISCELLENEOUS.

OUTPUT:-

1. THE MEETING WAS HELD ON 19.11.2019 WITH THE PRESENCE OF ALL FACULTY MEMBERS OF THE EDUCATION DEPARTMENT.

2. Educational tour will be organised in short time.

3. As per academic calendar syllabus will be distributed.

REMARKS:-

Students will be engaged in wall magazine in some days.

**No.03**

NAME OF THE DEPARTMENT :- EDUCATION

DATE OF THE MEETING:-19.06.2020

MEMBERS PRESENT:-

1. DR.PRODIP DAS,2. MRIGANKA NARAYAN DAS,3. SWAPNA JHA,4. MOUMITA DAS,5. MOUSUMI ADHIKARI

PURPOSE OF THE MEETING:-TO FULLFILL ACADEMIC OBJECTIVES OF THE DEPARTMENT .

AGENDA:-

1. To discuss about the NAAC related departmental work.

2. To discuss about the syllabus distribution for sem-III students.

3. .MISCELLENEOUS.

OUTPUT:-

1. The meeting was held on 19.06.2020 at 12 noon with the presence of all faculty members of the education department.

2. One of the main agenda of the said meeting was about NAAC visit related departmental work.

3. syllabus will be distributed as per academic calendar.

REMARKS:-

NAAC related departmental work will be well distributed among the teachers and teachers will be encourage students for various project work.