

Minutes of the departmental meeting held on 10.05.2023 at 2 pm

The meeting was attended by all the faculty members of the department. The following agenda were discussed in the meeting.

The meeting began with a brief discussion regarding the upcoming even semester exams. The members agreed to share responsibility for conducting IA and TUT as per the following table.

B.A / B.Sc Even Semester Examination, 2023

Internal Assessment and Tutorial

Semester (1)	Course (2)	Paper (3)	Responsibility of setting question paper, script checking and marks uploading (4)
SEM 2	ECOA	CG3	SMI
		CC4	JM
	ECOG	GE2/ CC2	IB, SM
SEM 4	ECOA	CC8	SM
		CC9	IB
		CC10	JM
		SEC-B	SMI
	ECOG	GE4/ CC4	IB
		SEC-B	SMI
SEM 6	ECOA	CC13	JM
		CC14	SMI
		DSE-A	IB
		DSE-B	SM
	ECOG	DSE-B	JM
		SEC-B	SM

Next, there was a discussion regarding student's preparedness for the upcoming exams and completion of syllabus. The members reported that they had been able complete the Sem-6 syllabus but they needed some more classes for Sem-4 and Sem-2 since their classes began in mid-March and there were a lot of holidays in April. So the teachers did not get sufficient number of classes. The faculty members decided to take additional classes during recess in online/offline mode for completing the syllabus properly.

The members also discussed the performance of Sem-5 students as their results had been declared on 3rd May. The members agreed that the overall performance was good but some students had not performed well in CC11. They decided to call these students and have a discussion with them regarding the matter.

Finally, there was a detailed discussion regarding add on/ value added/ certificate courses. The department had received a proposal from the Department of Economics of Women's Christian College (with which the college signed a MoU on 26.04.2023) to collaborate with them for an add on course on Development Studies. The members found the course to be interesting and beneficial for students. So they decided to participate in this course along with some students. The members also wanted to start a new course on 'Personality and Life Skill Development of Students' and they had a detailed discussion regarding the matter. Dr S. Mukherjee also presented before the department a structure of a course for preparing the students for competitive exams. The members agreed that these courses will be extremely beneficial for the students and decided to take up the matter with the college authority. The meeting ended with a vote of thanks to the chair.

Sukanya
10.5.23
M. B. S.
S. B.
S. B.
S. B.