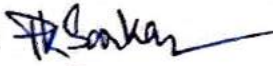

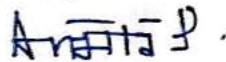




Assam University, Silchar  
Department of Applied Science & Humanities  
Triguna Sen School of Technology

Date: 26/11/2020

The resolution of the Meeting of Departmental Affairs Committee (DAC) of Applied Science & Humanities (hereafter referred to as ASH) department under Triguna Sen School of Technology (hereafter referred to as TSSOT), Assam University, Silchar (hereafter referred to as AUS) held on 26 November, 2020 at 11.00 am through online audio conference. The following members attended the meeting:

1. Dr. Pranab Kumar Sarkar : Chairman 
2. Dr. Pradip Debnath : Member 
3. Dr. Arijita Pradhan : Member 

After threadbare discussions, the following resolutions were adopted unanimously.

**ITEM NO 01: Proposal for Procurement against Capital Assets**

**RES. No. ASH/DAC/2020/01:** all the members discussed to procure some essential items for the department under capital assets and confirmed the list of item to be placed for approval from the competent authority, placed as annex 1.

**ITEM NO 02: Time table**

**RES. No. ASH/DAC/2020/02:**

The time table of 1<sup>st</sup> semester students will be remain same as last semester. However, some modification/rescheduling may be required in ongoing 3<sup>rd</sup> semester timetable, which will be communicated with the concerned department by the concerned faculty individually. Remedial class slots will be placed on the timetable for the 1<sup>st</sup> semester students who get marks below 50% in the internal examination. Simultaneously, all the members decided to arrange some additional classes/activities to promote advanced learners among the 1<sup>st</sup> semester students under TSSOT. These category of students need to be identified and extra classes need to be arranged for them by the course coordinator or concerned faculty. Extra classes also need to be arranged for the laterally entered students in 3<sup>rd</sup> semester in the departments under TSSOT.

**ITEM NO 03: Exam regarding**

**RES. No. ASH/DAC/2020/03:** All the members proposed that the approval for the paper setter cum evaluator & moderator of 1<sup>st</sup> semester related papers (regular & arrear) will be processed by the department of ASH. However, the same for the 3<sup>rd</sup> semester papers will process through the concerned department and a communication for the same will be made to the concerned HOD in advanced.

**ITEM NO 4: Induction programme for 1st year B. Tech.**

**RES NO. ASH/DAC/2020/04:** As per AICTE guideline a 21 days induction programme is scheduled after the admission process. However due to prolonged COVID-19 situation and ongoing admission process B. Tech, it has decided to continue the introduction programme through online mode. A tentative planning, will be made best on availability of the resource persons.

**ITEM NO 5: DPC and NAAC Coordinator**

**RES NO. ASH/DAC/2020/05:** After discussion, all the members proposed the name of Dr. PradipDebnath as the coordinator of Departmental Purchase Committee (DPC) and Departmental coordinator of NAAC for smooth conduct of day to day official works related to Departmental Purchase and NAAC affairs.

**ITEM NO 06: Departmental Exam-coordinator**


**RES. No. ASH/DAC/2020/06:** After discussion, all the members proposed the name of Dr. Arijita Pradhan as Departmental Exam-coordinator for smooth conduct of the day to day official workrelated to the exam under TSSOT. She was also assignedas the coordinator of the departmental librarywith a request to initiate the process of creation of the departmental library.

**ITEM NO 07: Mentorship**

Although the department does not offer any UG/PG course at present, mentors have been appointed for the current batch (2020-21) of 1st yearstudents under TSSOTas follows.

Sl No	Department	Name of the Mentor
1.	Agricultural engineering	Dr. P. Debnath
2.	Computer Science &engineering	Dr. A. Pradhan
3.	Electronics & communication engineering	Dr. P. K. Sarkar

Since there was no other item to be discussed, the meeting ended with thanks to and from the chair.

  
Dr. Pranab Kumar Sarkar

Head i/c, Dept. of ASH  
Triguna Sen School of Technology

Dated:

Memo No: AU-TSSOT/ASH/22/18

26/11/2020

Copy to:

1. The Hon'ble Vice-Chancellor for favour of information please.
2. The Dean, TSSOT for favour of information please.
3. The concerned members
4. Office file.

  
Arijita Pradhan



Assam University, Silchar  
Department of Applied Science & Humanities  
Triguna Sen School of Technology

Date: 24/02/2021

The resolution of the Meeting of Departmental Affairs Committee (DAC) of Applied Science & Humanities (hereafter referred to as ASH) department under Triguna Sen School of Technology (hereafter referred to as TSSOT), Assam University, Silchar (hereafter referred to as AUS) held on 24 February, 2020 at 12:30 pm in office cum faculty room of the department. The following members attended the meeting:

1. Dr. Pranab Kumar Sarkar : Chairman
2. Dr. Pradip Debnath : Member
3. Dr. Arijita Pradhan : Member

After threadbare discussions, the following resolutions were adopted unanimously.

**ITEM NO 01: Proposal for the recruitment of Guest faculty for the even semester courses**

**RES. No. ASH/DAC/20/2021/01:** all the members discussed to recruit the guest faculty for the following courses. Since the department is a multidisciplinary and for there are no permanent faculty for the following courses. It has resolved to recruit the guest faculty as per the latest UGC guideline. Since the department has no fund from its inception so the remuneration of the guest faculty may be sanctioned form the school development fund or against the sanctioned vacant posts or from any fund as per the decision of the competent authority. The proposal for the same will be placed to Dean, TSSOT so that the guest faculty may be engaged from the starting of even semester.

Sl No.	Course	No of Guest faculty required	Subject/specialization	Remarks
1.	Engineering Chemistry & Lab (ASH 201 & 206)	1	Chemistry	As per UGC guideline
2.	Organizational Behavior (ASH 401)	1	Economics/ Management/Sociology	
3.	Environmental Science (ASH 402)	1	Environmental Science	

**ITEM NO 02: Faculty engagement from other departments under TSSOT for 2<sup>nd</sup> semester courses**

**RES. No. ASH/DAC/20/2021/02:** As per the regular practice HOD of department of Electronics and communication and Computer Science and Engineering will be informed to assign faculty and lab technicians for the courses Basic Electrical Engineering Lab (ASH 208) and Programming for Problem Solving with lab (ASH 203 & 207), respectively. For the chemistry lab (ASH 206), HOD of department of Agricultural Engineering will be informed to initiate the process of lab setup, it not possible then it will executed from the department of Chemistry.

**ITEM NO 03: Timetable**

**RES. No. ASH/DAC/20/2021/03:** The timetable of 2<sup>nd</sup> semester students will be remain same as last semester. However, some modification/rescheduling may be required in ongoing 4<sup>th</sup> semester timetable, which will be communicated to the concerned department by the concerned faculty individually. Remedial class slots will be placed on the timetable for the 2<sup>nd</sup> semester students who get marks below 50% in the internal examination. Simultaneously, all the members decided to arrange some additional classes/activities to promote advanced learners among the 2<sup>nd</sup> semester students under TSSOT. These category of students need to be identified and extra classes need to be arranged for them by the course coordinator or concerned faculty.

**ITEM NO 04: Proposal for Lab Setup**

**RES. No. ASH/DAC/20/2021/04:** For the academic exigency, all the members proposed to set up the Engineering Physics, Engineering Chemistry and Engineering Graphics & Design lab in the existing infrastructure of TSSOT and accordingly the details of lab equipment/items/chemicals etc. (in Annex 1) will submitted to the Dean TSSOT. Since the department has no fund from its inception so, the procurement of the same may be processed as per the decision of the authority.

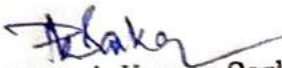
**ITEM NO 05: Practical related**

**RES NO. ASH/DAC/20/2021/05:** Since all the courses of the ongoing semester (1<sup>st</sup> Semester) have been conducted through online mode, so it has resolved to complete the practical classes of the course Engineering Physics lab through online mode. The demonstrations of few practical will be shared with the students through video/pdf of manuals etc. and the examination of all practical will arranged through online.

**ITEM NO 06: Open Elective (in 6th semester)**

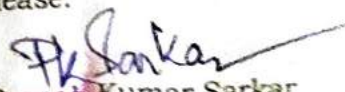
**RES NO. ASH/DAC/20/2021/06:** Dr. Arijita Pradhan, Faculty of English in ASH, proposed to initiate approval of the course "Communication and Language" (Coded as "HSMC LIG306" in AICTE curriculum 2017; document added) as the second option (the first approved option being "Understanding Society and Culture through Literature" ASH601) for Open Elective, which is mandatorily to be from Humanities as per the AICTE curriculum, prescribed for 6<sup>th</sup> semester of all departments. The faculty suggested the inclusion of this communication-skill based course as an option of open-elective after teaching the students who mostly came from regional medium, and considering the loss students have incurred during 2<sup>nd</sup> semesters of online teaching-learning. This 6<sup>th</sup> semester course will provide opportunity to the students to renew and hone their linguistic-skills after a gap of 2<sup>nd</sup> semesters, and will prepare them better for their ensuing professional career. Therefore, it has resolved to place the same as an agenda for next BUGS meeting of the department. Details syllabus is placed as annex 2.

Since there was no other item to be discussed, the meeting ended with thanks to and from the chair.

  
Dr. Pranab Kumar Sarkar  
Chairman & Head i/c, Dept. of ASH  
Triguna Sen School of Technology  
Dated: 24/02/2020

Mem<sup>o</sup> No: AU-TSSOT/ASH/22/18  
Copy to:

1. The Hon'ble Vice-Chancellor for favour of information please.
2. The Dean, TSSOT for favour of information please.
3. The concerned members
4. Office file.

  
Dr. Pranab Kumar Sarkar  
Head i/c, Dept. of ASH  
Triguna Sen School of Technology