

Minutes of the Departmental Meeting on 5th November, 2024 at 2:30 PM in the office of the undersigned.

Members present:

1. Prof Karabi Dutta Choudhury 

2. Dr. Sanjib Sengupta 

3. Dr. Nabendu Sen 

4. Dr. Uday Shankar Chakraborty

5. Dr. Sumit Saha 

6. Dr. Naba kanta Sharma 

The chairperson welcomes all the members and discussed regarding different departmental issue and the following resolution were taken as per agenda items:

1. Utilization of NBHM Fund : The members opined that the list of books will be submitted to the HOD's office by today, so that the same may be finalized and uploaded in the University website at the earliest.

The member also opined that the Committee comprises of the following members will be treated as the local purchase committee for purchasing the furniture's such as (1) Glass Door Almirah (2) Armless Plastic Chair as university rules.

(1) Dr. Sanjib Sengupta (2) Dr. Sumit Saha (3) Dr. Naba Kanta Sharma (4) Mr. Nilu Kanta Das.

2. Utilization of Annual Course Fees: The members prepared local purchase Committee as per University Rule with the following:

(1) Dr. Sanjib Sengupta (2) Dr. Sumit Saha (3) Dr. Naba Kanta Sharma (4) Mr. Nilu Kanta Das.

3. Ensuing PG Examination December, 2019: The members opined that as the 1st semester classes started late, the date for uploading the internal marks may be defer from 20th to 25th November, 2019.

4. Preparation of budget for Equipments, Furniture's & Consumables: The members prepared the budget for equipments, Furniture's & Consumables as per annexure- I,II,III.

5.A.O.B : The Chairperson apprised the members that the DST-FIST Review team will meet the teacher of the department tomorrow i.e on 06.11.2019 at UGC laboratory of Dept. of Mathematics at 1.30 PM.

The meeting ended with thanks to and from the Chairperson



(Prof. Karabi Dutta Choudhury)
Head, Department of Mathematics

Copy to:-

1. PS to VC for kind information of Vice Chancellor
2. Dean, AESoPS, AUS
3. All faculty Members
4. Office copy

Head, Department of Mathematics