

Minutes of the departmental meeting held on 10th December, 2019 at 1.30 PM in the office of the undersigned.

Members present:

1. Prof Karabi Dutta Choudhury
2. Dr. Sanjib Sengupta
3. Dr. Nabendu Sen
4. Dr. Sumit Saha
5. Dr. Naba Kanta Sharma

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

1. Confirmation of minutes of earlier departmental meeting : Minutes of the last meeting held on 05.11.2019 are hereby confirmed.
2. The Chair person raised the issue of purchasing the furniture's out of the NBHM grants regarding which, the resolution was taken in the last meeting. The local purchase committee informs that they will go for market survey on 12.12.2019 and will finalize the matter within the month of December, 2019.
The Chair person apprised the house that in absence of any book list from any of the faculty members except Dr. U.S. Chakraborty, the undersigned prepared the list of books with the help of the faculty member Dr. Sumit Saha and the HOD's office staff. The list is now ready for uploading in the website after approval of the same.
Regarding NBHM grant-2019, The Chair person apprised the house that the UC/SE must be submitted within 31st March, 2020. Otherwise, the next grant will not be sanctioned.
3. Course distribution of PG (Even Semester) is finalized as follows:

M-201: Topology -	Dr. Nabendu Sen
M-202: Algebra-II -	Dr. Naba Kanta Sharma
M-203: Mathematical Method -	Prof. Karabi Dutta Choudhury & Dr. Nabendu Sen
M-204: Discrete Mathematics-	Prof. Karabi Dutta Choudhury & Dr. Sumit Saha
M-205 : Partial Differential Equations -	Prof. Samira Behera
M-401 : Functional Analysis-	Dr. Uday Shankar Chakraborty



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- M-402: Integral Equation and Calculus of Variations - Dr. Sumit Saha
 M-403: Fluid Dynamics- Dr. Sanjib Sengupta
 M-404: Differential Geometry - Dr. Uday Shankar Choudhury,
 Dr. Naba Kanta Sharma
 & Dr. Sanjib Sengupta
- M-405: Project: The project has been distributed on the random basis. The list has been prepared on the basis of the decision of the house as given in the last page.

The members opined that the list of candidates for open course paper M-203 should be displayed immediately as well as should be given in University website also

4. The Chairperson apprised the house that The amount sanctioned for the Equipments is Rs. 4,30,000/- and for the furniture is Rs. 3, 50,000/-.
 As the sanctioned budget is less than the submitted amount, the list has to be modified again as per sanctioned amount of budget.
 The members agree with the modified list of equipments and furniture's and signed in the list. The members also opined that the list of consumables should be sent separately for purchasing out of the consumable grant.
 As per the instructions of finance section, if non availability of any item in GeM, the following local purchase committee will look after the matter for further purchase.
- (1) Dr. Sanjib Sengupta
 - (2) Dr. Naba Kanta Sharma
 - (3) Dr. Sumit Saha
 - (4) Mr. Nilu Kanta Das.
5. The DAC will be the admission committee for M.Phil/Ph.D for the session 2020-21.
 It has been resolved that all the faculty members will submit following types of questions by 10.01.2020 to HOD/Mathematics through the email karabidc@gmail.com.

Pattern of Questions:

- (i) Objective (MCQ) on Research Methodology : 5 no. of questions
(1 mark each)
- (ii) Descriptive type of questions on Mathematics: 5 no. of questions
(5 marks each)

6. It has also been resolved that department should go for two no. of guest faculties.

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



(Prof. Karabi Dutta Choudhury)

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