

183

Proceedings of the Meeting held on 06.07.2023 at 4.30 P.M. in the Syndicate Hall

An urgent meeting of the Heads of the Departments was convened in the Syndicate Hall of the New Administrative Building with the Controller of Examinations as the Spl. Invitee.

Business transacted and resolutions made

Three agenda were put forth by the Chairperson of the P.G. Council & 2 are presented by CoE. They were:-

1. Dissemination of information EDU-TECH 2023.
2. Preparation of Academic Calendar.
3. Common Induction programme.
4. Ph.D registration and allotment of guide at the time of Ph.D coursework admission.
5. The Controller of Examinations requested the HoDs to attend an online meeting at 11.30 A.M on 07.07.2023 New Education Policy syllabus preparation.

Resolutions:-

1. It is resolved that the Heads of the Departments in collaboration with others departments need to think of organizing international seminars and propose the theme of the seminar for Administrative approval during Edu-Conclave to organized 1st Dec to 3rd Dec 2023.
2. The Departments can also look for International Universities for signing MOUs and put it for Administrative consideration to be signed during conclave.
3. All the Head unanimously resolved to prepare the Academic Calendar for 3rd Semester and tentative calendar for 1st Semester. Accordingly the calendar decided in HoD meeting runs as follows.

Name of the Semester	Date	Academic Activity to be undertaken
3 rd Semester	1 st August, 2023	Commencement of 3 rd Semester classes
	2 nd week of October, 2023	Mid-Term Examinations (To be completed before Puja holidays)
	2 nd week of December, 2023	End-Term Examinations (To be completed before Christmas holidays)
4 th Semester	2 nd January, 2024	Commencement of 4 th Semester classes.
	2 nd Week of March, 2024	Mid-Term Examinations
	15 th May, 2024	End-Term Examinations (To be completed before Summer holidays)
1st & 2nd Semester (Tentative Academic Calendar to be finalized after P.G. admission)		
1 st Semester	16 th August, 2023	Commencement of 1 st Semester classes
	2 nd week of October, 2023	Mid-Term Examinations (To be completed before Puja holidays)
	2 nd week of December, 2023	End-Term Examinations (To be completed before Christmas holiday)
2 nd Semester	2 nd January, 2024	Commencement of 2 nd Semester classes.
	2 nd Week of March, 2024	Mid-Term Examinations
	15 th May, 2024	End-Term Examinations (To be completed before Summer holidays)

- 182
4. The proposal floated by the Chairperson, to have the common induction for all newly admitted students is accepted by the HoD's.
 5. The proposal of the Controller of Examinations to provide the provisional registration and guide to each student admitted into Ph.D courseworks is accepted by the house.
 6. It was decided that the Department will individually organize the ethic classes for the Ph.D coursework students and for the propose the entire Departments Rs. 10,000/- earmarked for Ph.D Coursework will be retained by the Department.
 7. All the Departments resolved to complete the Ph.D coursework examinations of 2022-23 batch by 31st July 2023.

N. Rath 06/7/2023
Chairperson, P.G. Council