Ref: HCC/CS/MM/2023/09/01

Meeting Minutes of Departmental Meeting – Department of Computer Science

Date: 5th September, 2023
Venue: Room No. G-4, HCC Campus
Time: 11:00 a.m.

Members Present:
1. Mr. Jyotirmoy Sil Sharma, Asst. Prof., Department of Computer Science.
2. Ms. Mandrita Saha, Asst. Prof., Department of Computer Science.

Minutes and Resolutions:

Discussion 1: To discuss and plan how to frame departmental orientation for the new batch of B.Sc. Computer Science.

i. Two days Departmental Orientation Program for the first batch of B.Sc. Computer Science has been scheduled on 6th September and 8th September of 2023.

ii. On each day, the program will be divided into two sessions, one hour each. First session will start from 01:00pm and second session from 02:00pm.

iii. The program's detailed timetable is provided below. –

Sl. No	Event	Time	Taken By
6th Sept, 2023			
1	Overview and Scope of the Course	1:00 pm - 2:00 pm	Mr. Jyotirmoy Sil Sharma
2	Overview of the NEP Syllabus for B.Sc Comp. Sci.	2:00 pm - 3:00 pm	Ms. Mandrita Saha
8th Sept, 2023			
3	College Infrastructure and Lab Facilities, Demonstration of TU Course Registration Process	1:00 pm - 2:00 pm	Ms. Mandrita Saha
4	Course Selection, Credit Distribution, Examination Pattern	2:00 pm - 3:00 pm	Mr. Jyotirmoy Sil Sharma

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Discussion 2: Distribution of syllabus units among the faculties.

i.   Initial syllabus distribution among the faculties is as follows:

Name of the faculty member	NEP 1st Sem Computer Science Major – 1 (DSC1101)	NEP 1st Sem Computer Science Major – 2 (DSC1102)
JSS	Unit – I Growth of Functions	Unit – I Unit – II Introduction to C Programming, C Operators & Expressions, Control Structures, Arrays
MS	Unit – I Introduction, Reccurences Unit – II	Unit – II User Defined Functions, User Defined Data Types.

However, there may be changes in the unit distribution based on the circumstances.

Discussion 3: TU Registration of students.

i.   This has been decided that Ma'am Mandrita will demonstrate TU Registration process to the students during departmental orientation sessions.

ii.   However, students may reach anyone of the faculties regarding the registration at anytime.

(Jyotirmoy Sil Sharma)
Asst. Prof., Dept. of Computer Science
Holy Cross College, Agartala

Mandrita Saha 05/09/23
(Mandrita Saha)
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