



# HOLY CROSS COLLEGE

Jubatara Campus, Lembucherra, West Tripura, India  
Phone: (011-91) 2343555 Fax: (011-91) 2342572

## Notice

Date: 19 January, 2022

This is to notify all the faculty members of the Department that a Departmental Meeting will be held on Wednesday, 19 January, 2022 at 1.15 pm in room no. F1-4 Lab to discuss the following agenda:

Agenda:

1. Special lecture on HIV/AIDS on 24<sup>th</sup> dec., 2022
2. Blood Donation camp on 25<sup>th</sup> Jan., 2022
3. Progression of semester syllabus.

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19.01.22

HoD, Human Physiology  
**HEAD**

Department of Human Physiology,  
HOLY CROSS COLLEGE, AGARTALA

# Meeting 19th January, 2022

Members Present: — Dr. Sandeep Roy Sankar  
Dr. Sumita Saha  
Dr. Balaram Sutrachari  
Mr. Ujjal Malakar

## Agenda: —

- 1) Discussion on special lecture organising by HP dept. with Red Ribbon club and NSS, HCEA.
- 2) Discussion on organising the blood donation camp on 25th Jan, 2022.
- 3) Discussion on Semester Practical exam schedule Preparation.
- 4) Discussion on progression of Semester syllabus and about the preparation of students for exam.

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## Meeting Minutes

### **Opening:**

A meeting of the Dept. of Human Physiology was called by the HoD to order on 19<sup>th</sup> January, 2022 at 1 pm. in the college room no. F1-4 Lab.

### **Present:**

Dr. Sandeep Roy Sarkar, HoD Human Physiology  
Dr. Susmita Saha, Asst. Professor, Human Physiology  
Dr. Balaram Sutradhar, Asst. Professor, Human Physiology  
Mr. Ujjal Malakar, Lab Technician, Human Physiology

### **Agenda:**

1. Organization of a Special Lecture with RRC.
2. Blood Donation Camp.
3. Review of syllabus completion.
4. Semester Practical exam. Preparations.

### **Approval of agenda:**

The agenda was unanimously approved by all the Faculty members of the Department and distributed.

### **Approval of minutes:**

The minutes of previous meeting was read and unanimously approved by all the Faculty members.


### **The following matters were discussed in details:**

1. Discussion on the organization of a 'Special Lecture' on HIV/AIDS awareness in collaboration with Red Ribbon Club & NSS Unit.
2. Discussion on the organization of 'Blood Donation Camp' in collaboration with Red Ribbon Club & NSS Unit, and distribution of duties.
3. Discussion on the syllabus completion and revision and/or remedial classes.
4. Discussion on the Semester Practical exam. preparations, lab arrangement and planned for the smoothly conduct of the same.

### **Adjournment:**

The meeting was adjourned by the HoD at 1.30 pm.

Minutes prepared & submitted by: Dr. Sandeep Roy Sarkar  
HoD, Human Physiology

  
**HEAD**  
Department of Human Physiology,  
HOLY CROSS COLLEGE, AGARTALA



"Educating hearts and minds"

# HOLY CROSS COLLEGE

ACCREDITED BY NAAC WITH 'A' GRADE

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## DEPARTMENT OF HUMAN PHYSIOLOGY

### Action taken report of the meeting held on 19<sup>th</sup> January 2022:

#### Initiative 1:

On 24<sup>th</sup> January, 2022 a virtual awareness program on prevention of HIV/AIDS was organized by the Red Ribbon Club, in collaboration with Department of Human Physiology, Holy Cross College, Agartala. Program was inaugurated by the Principal, Holy Cross College. This virtual program was graced by resource person Mr. Saurab Sarkar, Assistant Director of Tripura State AIDS Control Society. He has delivered a special lecture on HIV/AIDS awareness.

#### Initiative 2:

A blood donation camp was organized in Holy Cross College, on 25<sup>th</sup> January, 2022 which is executed by the Red Ribbon Club in association with NSS Unit & Dept. of Human Physiology, Holy Cross College.

*B. Khan*

*15-12-2022*