

HOLY CROSS COLLEGE, AGARTALA
Department of Economics

HCC-AGT/ECO/MM/2025-04

Date: 02/07/2025

MEETING MINUTES

Date: 01 July 2025 (Tuesday)

Time: 11:40 AM

Venue: Room No. G-2, Main Campus

Chairperson: Sukanya Sen (SS), *Assistant Professor & Head, Department of Economics*

Members Present: Mubdiul Hassan (MH), Swnaya Debbarma (SD), Ajoy Debbarma (AD).

Agenda:

1. Syllabus Distribution
2. Class Distribution
3. Departmental Rules & Regulations
4. Miscellaneous

Minutes:

1. Syllabus Distribution

- The syllabus for the upcoming semester was reviewed.
- Specific Units were assigned to respective faculty members. The comprehensive distribution is as follows:

Paper Name	Paper Code	Sem	Unit I	Unit II	Unit III	Unit IV
Basic Economics	EC101C	1	AD	MH	SD	SD
Issues in the Indian Economy	EC102C	1	SD	AD	MH	AD
Introductory Economics	EC101M	1	AD	SD	AD & SD	MH
Elementary Economics - I	EC101ID	1	SD	AD	AD	MH
Microeconomics	EC201C	2	SS	MH	SS	MH
Macroeconomics	EC202C	2	MH	SS	SS	MH
Statistical Methods – I	EC401C	4	SS	SS	MH	MH
Money, Banking and Finance	EC402C	4	SS	SS	MH	MH
Elementary Economics-III (Indian Economy)	EC401ID	4	MH	AD	SD	AD & SD

- Faculty members were requested to ensure the timely completion of the syllabus in alignment with the academic calendar.

2. Class Distribution

- Allocation of classes among faculty members was discussed and finalised.
- The class count according to the papers is tabulated as follows:

Paper	Major			Minor			ID			VAC			Tutorial			Total
Sem	1	2	4	1	2	4	1	2	4	1	2	4	1	2	4	
SS	0	7	6	0	0	0	0	0	0	0	0	2	0	0	0	15
MH	3	6	5	1	0	0	1	0	1	0	0	2	0	0	1	20
SD	5	0	0	2	0	0	2	0	2	0	0	0	1	0	0	12
AD	6	0	0	2	0	0	1	0	1	0	0	0	0	0	0	10

- Faculty members were encouraged to maintain coordination for any rescheduling.

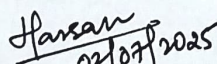
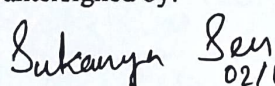
3. Departmental Rules & Regulations

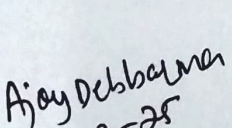
- A review of departmental protocols was conducted.
- Emphasis was placed on punctuality, proper documentation of attendance, and submission of teaching plans.
- Members were reminded of the importance of maintaining academic integrity and professional decorum.

4. Miscellaneous

- Planning for upcoming departmental activities was briefly discussed.
- Suggestions were invited for improving student engagement and mentoring.

Meeting Adjourned: 12:40 PM

Prepared by:  Mubdiul Hassan Assistant Professor Department of Economics Holy Cross College, Agartala	Countersigned by:  Sukanya Sen Assistant Professor Department of Economics Holy Cross College, Agartala HEAD Dept. of Economics, Holy Cross College, Agartala.
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Ajay Debbarma
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