



"Educating hearts and minds"

HOLY CROSS COLLEGE

ACCREDITED BY NAAC WITH 'A+' GRADE (CYCLE:2)
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Date: 29.11.2023

Meeting Minute

The departmental meeting was held on 29th November 2023 at 1.30 pm on room no. G-3 (Geography Laboratory) to discuss and prepare the syllabus and schedule of First Internal Examination 2023 for semester 1.

Agenda of the Meeting

1. Syllabus of first Internal Examination
2. Preparation of Internal Examination Schedule

Members Present

1. Dr. Susmita Bhattacharjee
2. Dr. Chandra Shekhar Tripura

In the meeting discussion was held on the syllabus for the first internal examination of semester 1. Both the faculties decided the marks allotment and topics from their respective portion of their syllabus for the examination.

The second agenda was the preparation of internal examination schedule for semester 1 (Major and Minor). The department decided to start its internal examination from 11th December 2023 to 15th December 2023.

Date	Semester	Paper
11 th December 2023	Semester I	Major GE-101C Fundamentals of Geography and major contributions
12 th December 2023	Semester I	Minor GE-101M Contributions of Geography
13 th December 2023	Semester I	Major GE-102C Origin of the Earth
14 th December 2023	Semester I	Minor GE-101M Practical
15 th December 2023	Semester I	Major GE-102C Practical

Susmita B.
29/11/2023
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