



"Educating hearts and minds"

HOLY CROSS COLLEGE

ACCREDITED BY NAAC WITH 'A' GRADE

Tripura University Reg. Code: 17

Jubatara, P.O. Lembucherra, Tripura West Pin-799210

Phone: 0381-2915930, +91 9402915672

email- principalhccagt@gmail.com

Web: www.holycrosscollege.in

Date: 11.04.2023

Minutes of Meeting

The departmental meeting of Commerce took place in F-11 at 10 a.m on 11th April 2023. The following were discussed and agreed upon:

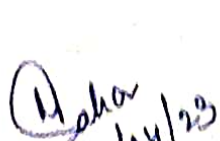
- 1) Syllabus for even semester was duly distributed among the faculty members after consulting with every faculty member of the department.
- 2) Discussions were made on need of little rectification of Class routine of Even Semester.
- 3) Discussions were also made on the inclusion of one Research Methodology paper for 6th semester and for that the syllabus need to be prepared and classes for this particular paper is to be allotted to all the faculty members of the department.
- 4) Bi-weekly time span has been decided for submission of project work for 6th Semester students and this information will be notified to the students by the department.
- 5) Discussions were made to allot Mentoring Classes of 2nd and 4th Semester to Mandrita Saha.
- 6) Mentoring details format has also been discussed and finalised.
- 7) Discussions were also made to prepare individual class plan by every faculty member of the department.
- 8) Discussions related to academic plan of the academic year 2022-2023 were also made on the topics such as MoU tentatively to be done on April 2023, Campus Bazaar on May 26th 2023 and extension activities and the academic plan to be prepared by Rajesh Sir with consultation with other faculty members of the department.
- 9) Discussions were also made that Meeting Minutes will be prepared by Mandrita Saha and Action taken report prepared by Dr. Shankha Shubhra Bhadra.
- 10) Funding of the Seminar accounts will be discussed with Accounts Officer.
- 11) It was discussed that the edited volume of the Seminar will be compiled by June 2023.
- 12) Technical discussions were also held on Department's preparedness of NAAC 3rd cycle.
- 13) It was also decided that the Department will conduct Mock Interview for South Indian Bank for college aspirants.


Signature of HOD

HEAD

Department of Commerce,

HOLY CROSS COLLEGE, AGARTALA


12/04/23

Seen
12.04.23


12/04/23

Signature of other faculties


12/04/23