

08-08-22

The Department of Political Science had a meeting today at 11.00 am in the dept. to distribute the syllabus for next academic session.

Members Present:

1. Mrs. Sharmistha Rakshit, HoD
2. Mr. Rajesh Kr. Nalk
3. Mr. Rupak Biswas
4. Dr. Mainul Islam
5. Dr. Rajeshree Debbarma

Agenda:

To distribute the UG syllabus for next academic session.

Minutes:

The syllabus of UG Programme is distributed among the faculty members of the dept. Sir Mainul will prepare the list and share with all.

8/8/22

8/8/22

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8/8/22

24-08-2021

The department of Political Science had a meeting today in the department.

Members Present:-

1. Mr. Rajesh Kr Nair
2. Mr. Rupak Biswas
3. Dr. Manul Islam
4. Dr. Rajeshree Debsarma.

Agenda:

To make plan for the next academic session in consultation with Madam Sharmista Rakshit over phone.

Minutes:

① It is discussed to start the PH classes from the end of September.

② We need to know from the Authority -

→ When to take the entrance test for the PH students.

→ Which classroom will be available for PH class.

→ Some more books are required for PH.

③ Add on course - their final exams will be conducted on Nov. and October they will submit their project the marks distribution will be -

30 marks Project

20 marks Presentation

40 marks Written Exam

10 marks Internal.

TOTAL 100 marks.

④ There will be a field trip for the students to High Court or Assembly.

⑤ 2 to 3 special lectures in the next academic year.

- (6) One National Seminar to be organised by the dept in March-April.
- (7) In Nov. Election Dept will organise a Theatre Programme in the college.
- (8) One Picnic will be organised in the month of Nov-Dec for students of the Dept.

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25-08-2022

The department of Political Science had a meeting in the department today

Members present:

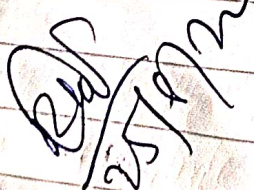
- ① Mrs. Sharmistha Rakshit, HOD
- ② Mr. Rajesh. K. Nalk
- ③ Mr. Rupak Biswas
- ④ Dr. Maimun Islam
- ⑤ Dr. Rajeshree Debbarma

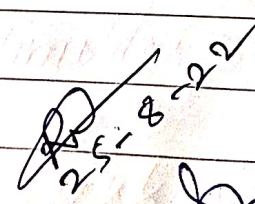
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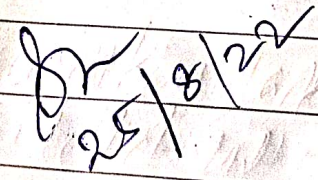
To distribute the Departmental responsibility.

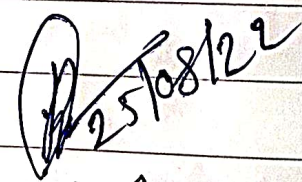
Minutes:

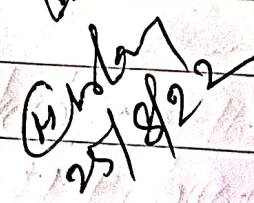
The dept had distributed the responsibilities of the department to the faculty members of the dept.

 25/8/22

 25-8-22

 Dr 25/8/22

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31/08/2022

An Interdepartmental meeting was held on 31st August, 2022 in the department of Political Science. The departments are English and Political Science.

Members Present —

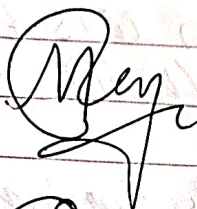
1. Dr. Moumita Dey, Assistant Prof. HOD, English
2. Sharmistha Rakshit; Assistant Prof. HOD, Pol. Science
3. Barnita Majumder, Assistant Prof. English
4. Dr. Mainul Islam, Assistant Prof. Pol. Science
5. Dr. Rajeshree Debbarma, Assistant Prof. Pol. Science

Agenda —

1. NO. of classes
2. Entrance Examination.
3. Engagement of more faculties.
4. Commencement of class.
5. Timing of class.

Minutes

1. It will be proposed to principle to take Entrance Examination for English and Political Science MA on two different dates.
2. It will be proposed to engage 2 to 3 more faculties both in English and Political Science departments.
3. Commencement of classes in the last week of September 2022.
4. Class timing will be proposed to start from 2nd period (9.50 am) onwards.

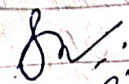


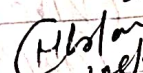
31/8/22



31/8/22


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31/8/22

01/09/2022

A meeting was held in the department of Political Science on 1st September, 2022. The meeting was presided by Mrs. Sharmistha Rakshit (HOD).

Members Present —

1. Mrs. Sharmistha Rakshit (HOD)
2. Rajesh Kumar Nath
3. Rupak Biswas
4. Dr. Mainul Islam
5. Dr. Rajesree Debbarma

Agenda:

1. Departmental Requirement
2. Maintain Document
3. Make yearly file
4. PG Course
5. Add-on Course.

Meeting Minutes -

1. One peer book will be taken for the dept.
2. Separate Email id will be created for PG Course.
3. Yearly file will be followed for the different reports of the department.
4. 2 groups will be formed for both the programmes (PG & UG)
5. Programme calendar will be made.
6. Add-on course ^{exam} marks distribution was finalised
 $30(\text{Project}) + 20(\text{Presentation}) + 40(\text{Written}) + 10(\text{viva}) = 100$.
7. Project will be given to students during Puja vacation.
8. Wall Magazine will be prepared.

01/09/22

01/09/22

01/09/22

01/09/22
1-9-22

Date _____
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A Meeting was held in the dept. of Political Science on 08th September, 2022. The meeting was presided by Dr. Mainul Islam (HOD)

Members Present -

1. Dr. Mainul Islam (HOD) Assistant Prof.
2. Mrs. Sharmistha Rakshit, Assistant Prof.
3. Mr. Rajesh Kumar Nath
4. Mr. Rupak Biswas
5. Dr. Rajeshee Debbarma

Agenda -

1. NAAC Mock Drill
2. Distribution of Dept. Work
3. Making class routine
4. PG Course
5. Handover the dept. files to New HOD
6. class routine of 13th and 14th September

Meeting Minutes -

1. Dr. Mainul Islam (HOD) will present the Departmental profile in front of NAAC peer team.
2. NO changes in Departmental work distribution
3. class routine for 13th and 14th September has been finalised.
4. Final class routine will be completed before 15th September.

Atstam
08/09/22

Dr
8/9/22

8-9-22
Dr
8/9/22

Dr
8/9/22

Date - 19/09/2022

A meeting was held in the Dept. of Political Science on 19th September, 2022. The meeting was presided by Dr. Mainul Islam (HOD)

Members Present -

1. Dr. Mainul Islam (HOD), Assist. Prof.
2. Sharmistha Rakshit, Assist. Prof.
3. Rajesh Kumar Nath, Assist. Prof.
4. Rupak Biswas, Assist. Prof.
5. Dr. Rajesree Debbarma, Assist. Prof.

Agenda

1. Selection of class Representative and Students Council
2. Class distribution for each Faculty
3. Study Plan for this Sem etc.

Meeting minutes

1. Class Representatives -

- a. 1st Sem Bikesh Ray and Sampili Debbarma
- b. 3rd Sem Ritesh Noatia and Anupriya Singha
- c. 5th Sem Anwesha Das and Jhon Vianey Thymian

Students' Council

a. Boissuake Darlong

2. Each teacher will get take 18 to 20 classes per week but ND sir will get almost 10 classes for US

3. Study Plan

October: Add on course project and wall Magazine
November: Inter College (ICFAI University and HCC) drama performance on voter's

awareness in collaboration with office of chief Electoral office (SDM), Mohanpur on 7th November, 2022
December: Picnic, Field Trip and Add on course

Final exam

January: completion of syllabus and Remedial classes.

March and April: Special Lecture and Seminar.

Report Prepared by
Dr. Mainul Islam

Mh
19/9/22

19/9/22

19-9-2022

19/9/22

Date 04/11/2022

A meeting was held in the Dept. of Political Science on 4th November, 2022. The meeting was presided by Dr. Mainul Islam (HOD).

Members Present -

1. Dr. Mainul Islam (HOD) Assit. Prof.
2. Sharmistha Rakshit. Assit. Prof.
3. Rajesh Kumar Nath. Assit. Prof.
4. Rupak Biswas. Assit. Prof.
5. Dr. Rajesree Debbarma, Assit. Prof.

Agenda -

1. Orientation of PG students
2. Distribution of Syllabus (PG) with faculties
3. Making time table for MA
4. Miscellaneous -

Meeting Minutes

1. 1st class from 10-11am → SR, RN, MI
2nd class from 11am-12PM → RD, RB, ND

2. Syllabus Distribution

- 701(C) Ancient Indian Political Thought — SR
702(C) Modern Indian Political Thought — ND
703(C) Western Political Thought-I — RN
704(C) Western Political Thought-II (Unit-III, IV) — RB
704(C) Western Political Thought-II (Unit-I, II) — RD
705(E) North East Indian Politics — MI

3. Every day 5 classes for PG. classes will begin from 9.50 and end at 2.40. Each class 50 mins.

Reports Prepared by
Dr. Mainul Islam

4-11-22
Mainul
4/11/22
4/11/22

Date - 6/12/2022

A meeting was held in the Dept. of Political Science on 6th December, 2022. The meeting was presided by Dr. Mainul Islam (HOD).

members Present -

1. Dr. Mainul Islam (HOD) Asst. Prof.
2. Sharmistha Rakshit, Asst. Prof.
3. Rajesh Kumar Nath, Asst. Prof.
4. Rupak Biswas, Asst. Prof.
5. Dr. Rajesree Debbarma, Asst. Prof.

Agenda -

1. Internal Examination.
2. Making time Table (Re-arrange)
3. Regarding debates and Special Lecture
4. Miscellaneous.

Meeting Minutes -

1. All Teachers taken responsibility to make internal questions

a. PLSH1 — RD
PLSG1 — RD

c. PLSH5 (V) → MI

d. PLSH5 (VI) → RB
PLSG15 → RB

b. PLSH3 — SR
PLSG3 — SR

2. Re-arranged the class routine

6-12-22

6/12/22

6/12/22

Reports Prepared by
Dr. Mainul Islam

6/12/22

Date - 14/06/2023

A meeting was held of the Dept. of Political Science in the room RO-F1-11 at 2.30 PM. The meeting was presided by Dr. Mainul Islam (HOD)

Members Present -

1. Dr. Mainul Islam
2. Sharmista Rakshit Sr
3. Rajesh Kumar Nath
4. Dr. Rajeshree Debbarma
5. Ksh. Myleodee Devi

Atul
14/6/23

By 14/6/23

Ksh. Myleodee On 14/6/23

Agenda:

1. Internal Exams
2. Making Question Papers
3. Miscellaneous.

Minutes:-

1. Teachers has been assign for Honours exams.
2. Every teacher will give their own topic of the syllabus, to (which are completed) to the HOD.
3. We planned to conduct FNDC with online mode.
4. We planned to make soft copy of question in the Exam Hall. Question will be present with projector.
5. We planned to make hard copy of question paper for elective exams.

Action Taken :

The department has conducted the internal exam successfully with the proper plans.

Date- 30/6/2023

A meet Dept. meeting was held in the room no- F1-11 at 3PM. The meeting was presided by Dr. Mainul Islam (HOD).

Members present -

1. Dr. Mainul Islam
2. Sharminishta Rakshit bvr
3. Rajesh Kumar Nath
4. Dr. Rajeshree Debbayma
5. Ksh. Myleodee Devi

M. Islam
30/6/2023

R. Debbayma
30/6/23

Ksh. Myleodee Devi 30/6/23

Agenda:

1. Re-Internal exam
2. Project submission and vivadate finalise
3. Syllabus update
4. Internal exam's answer script evaluation.
5. Miscellaneous.

Minutes:

1. It was decided to ~~take~~ re-conduct Internal exams for those, who missed their first attempt on 7th July, 2023. Time - 11.30 AM-12.30
2. It was decided the final date last date of Project submission is 27th June, 2023. and viva will be taken from 3rd to 7th July, 2023
3. It was discussed to complete answer script evaluation within next 10 days.

Action Taken:

1. As per the decision the re-internal exam has been conducted on 7th July.
2. The last date for project submission has been extended for another week.
3. Answer script's evaluation is completed by

01/8/2023

A departmental meeting was held today from 9 AM to 12.20 PM in Room F1-11 to discuss and decide on some work to be conducted in the Department.

Members present-

- 1) Dr. Mainul Islam
- 2) Dr. Sharmistha Rakshit
- 3) Mr. Rajesh Kumar Nath
- 4) Dr. Rajeshree Debbarma
- 5) Miss Ksh. Mylesdee Devi - Ksh. Mylesdee Devi

11/8/23

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11/8/23

Agenda

- 1) Departmental evaluation 2022-2023
- 2) Handbook for the Department.

Minutes

- 1) The work for responding to the questions sent to the Department in the name of 'Departmental Evaluation 2022-2023' was divided among the members of the department.
- 2) It was decided to finish the work of framing a departmental handbook at the earliest. Miss K. Mylesdee Devi volunteered to take the responsibility. However all members discussed with her the framework of the same.

Action Taken:

Departmental evaluation 2022-23 was done properly but handbook is not yet ready, will be done shortly.

3/08/23

A departmental meeting was held in room FI-11 from 9.20 AM to 12.30 PM to discuss and decide on some issues / activities / responsibilities in the department for the upcoming academic session.

Members present

1. Dr. Mainul Islam
2. Dr. Sharmistha Rakshit
3. Mr. Rajesh Kumar Nath
4. Dr. Rajeshree Debbasma
5. Miss Ksh. Myledee Debi. Ksh. Myledee Debi.

Agenda:

- 1) Syllabus distribution of UC & PG Syllabus
- 2) Distribution of Departmental responsibilities among the members of the Department.
- 3) Planning the orientation programme to be held for the Freshers of the Department.
- 4) To conduct a quiz competition for the ^{Class} ~~Minors~~ - I to VIII students in Sepai Para school
1. The Syllabus of UC (both NEP & Old) & the PG Syllabus was distributed among the members so that they can get sufficient time to prepare

for the upcoming classes in the upcoming session.

2. The various works & activities of the department were discussed and the responsibilities related to them were divided among the members.
3. We planned to conduct a departmental orientation programme for the Freshers in both online and offline mode. We envisioned to conduct it during 5th September to 8th September where we ~~are~~ ^{will be} less involved in the invigilation work of the semester exam. We planned to propose our plans regarding the programme to our Principal and seek his guidance on the same.
4. After discussion with the Principal, the department planned for organising a quiz competition with the class VI to VIII students of Sepaipara school on 14th August, 2023 in lieu of Independence Day.

Action Taken :-

1. The departmental orientation was organised offline mode in the campus.
2. The Quiz competition was a grand success at Sepaipara SB school on 14th August 2023.

Date 17/10/23

A Departmental meeting was held in the room no F 11 at 2.30 PM. The meeting was presided by Dr. Mainul Islam (HOD).

Members Present -

1. Dr. Mainul Islam
 2. Dr. Sharmistha Rakshit
 3. Rajesh Kumar Nath
 4. Dr. Rajeshree Debbarma
 5. Ksh. Myleadee Devi
 6. Abhinav Dey
- 17/10/23
 17/10/23
 17/10/23
 17/10/23
 17/10/23
 17/10/23

Agenda

- ① Syllabus completed
- ② Organising Debate competition
3. Submission of Assignment
4. Miscellaneous

Minutes -

1. It was discussed about the completion of syllabus for all semesters. Everybody informed more than 70% of their part has been completed.
2. It was decided the dept. will organise a ~~deb~~ debate competition among the students of Political Science Dept. The Topic decided 'One nation one Election' on the month of November. But the date will be decided after discussion with ~~an~~ authority.
3. It was decided that the ~~the~~ Political Science students (Major) will submit 2 assignments and 1 assignment for both minor and interdisciplinary students.

Action Taken Reports

1. The debate competition was organized on 30th Nov 2022
2. As per the decision - assignment were taken from the students.

Date 23/11/23

A Departmental meeting was held in the room no F1 11 at 2 PM. The meeting was presided by Dr. Mainul Islam (HOD)

Members present -

1. Dr. Mainul Islam @ Mainul 23/11/23
2. Dr. Sharmistha Rakshit - Dr 23/11/23
3. Mr. Rajesh Kumar Nath 23/11/23
4. Dr. Rajeshree Debbarma By 23/11/23
5. Ksh. Myledee Devi Ksh. Myledee Devi 23/11/23
6. Abhinav Dey A Dey 23/11/23

Agenda

1. Internal Exam
2. Syllabus completion
3. Debate competition

Minutes

1. All the faculty members informed that they have completed almost 90% of their part (syllabus).
2. It was decided that the NEP 1st sem 1st internal will be taken from 5th December to 7th December and H3 and H5 exam will be conducted from 7th to 8th December.
3. After discussion with the Authority the date of the dep debate was decided on 30th November, 2023. The debate will organise in the room no- 6-8.

Action Taken Report:

1. As per the decision the internal exams are conducted on those dates.
2. The debate competition was successfully organised on 30th NOV.

A meeting was held in the room no F1 II at 2.30 PM. The meeting was headed by Dr. Mainul Islam (HOD)

Members Present -

1. Dr. Mainul Islam (HOD) 01/02/24
2. Dr. Sharmistha Rakshit 01/2/24
3. Rajesh Kumar Nath 01/02/24
4. Dr. Rajeshree Debbarma 01/2/24
5. Ksh. Myleodee Deri Ksh. Myleodee Deri 01/2/24
6. Abhijit Dey 01/2/24

Agenda -

1. Involvement of Major 1st sem students
2. Field Trip
3. Parents - Teacher meeting
4. Workshop on Research methodology
5. Add-on - Course (Human Rights)
6. Study Tour 7. Syllabus distribution

Minutes

1. It was decided that for the month of February department will give a kind of project work to all the 1st sem. students. 15 students will work under each teacher. This project work will help them for their 4th year study.
2. NEP 2nd sem (Major 1 & 2, Minor), 4th sem and 6th sem syllabus has been distributed among all the Faculty members.
3. It was discussed that with the permission of the authority, department will go for a field trip with 6th sem students to The Belonia Hailor Setu (South Tripura) on the month of March, 2024.
4. It was decided that department will meet ^{some} parents, whose children are irregular and not attentive in class.
5. It was planned that department will start Add-on-

Course on The Human Rights. It also planned to start a new Add-on-course on Gender Studies from the next academic session.

6. It was planned that department will organize Research Workshop for the students of PG UG 6th Sem and PG 2nd and 4th Sem. Because, these students have Research Project on that sems. for 100 marks.

7. It was discussed that with the permission of authority department will take good and meritorious students to Delhi for a study tour on the month of November, 2024.

Action Taken Report.

1. Students Presented their Project after returning to College from vacation.

2. Teachers met with Parents to discuss about their kids study performance in college.

3. Department started Add-on Course on 'Human Rights'.
~~4th March 2024~~ It was approved on 4th March 2024 and completed on by 4th July 2024.

24/6/24

A departmental meeting was held today from 1 PM to 3.30 PM at Room no F1-11 to discuss and decide on the following:

Agenda -

- 1) Syllabus distribution for the upcoming (Odd semester, 2024)
- 2) Distribution of Departmental responsibilities.

Minutes -

- 1) Syllabus for both UG & PG courses were distributed among the ^{faculty} members of the Department.
- 2) 19 responsibilities were identified and distributed among the faculty members of the Department.

Action taken:-

Both the decisions were made and informed (verbally & through hardcopy) to the members present.

- 1) Dr. Mainul Gislam
- 2) Dr. Sharmistha Rakshit
- 3) Mr. Rajesh Kr. Nath
- 4) Dr. Rajeshree Debbarna
- 5) K. Mylodie Devi
- 6) Abhijit Deeg.

Dr. Mainul Gislam
24/6/24

Dr. Sharmistha Rakshit
24/6/24

Mr. Rajesh Kr. Nath
24/6/24

Dr. Rajeshree Debbarna
24/6/24

K. Mylodie Devi
24/6/24

8/7/24

A departmental meeting was held in Room no. FI-11 from 2-3:00 PM to discuss and decide on the following -

Agenda -

- 1) Planning to organise one/two national seminars during 2024 & 2025.

Minutes -

Dr. Sharmistha Rakesh, Miss Myleodie Devi and Mr. Abhijit Dey (the incharges of seminars) updated the members of the department about how to apply for sponsorship from UGC and ICSSR-NERC. It was decided by all that two applications will be sent to both the organisations under two themes for organising seminar. An application will be sent to UGC during July 2024 for a seminar proposal in March 2025 for this the team would be -

- 1) Dr. Sharmistha Rakesh (Proposed convener)
- 2) Mr. Rajesh Kr. Nath (Joint convener)
- 3) Mr. Abhijit Dey (Joint convener)

One more group of teachers will send proposal to ICSSR-NERC for national seminar under a different theme during the Month of November 2024. They will send the proposal during July 2024. The team members will be -

- 1) Dr. Mainul Islam (proposed convener)
- 2) Dr. Rajashree Debbarna (Joint convener)
- 3) Miss Myleodie Devi (Joint convener)

The members present were —

- 1) Dr. Mainul Islam Huda 8/7/24
- 2) Dr. Sharmistha Rakshit S 8/7/24
- 3) Rajesh Kumar Nath D 8/7/24
- 4) Dr. Rajeshree Debbarna R 8/7/24
- 5) Miss Myleodie Deei Kk. Myleodie 8/7/24
- 6) Mr. Abhijit Deeg Huy 8/7/24

Date _____
Page _____

11/7/24

The Department held a meeting in F1-11 from 2 PM to 3 PM. to discuss and decide on the following -

Agenda:

- 1) NEP subject combination for 1st Semester 2024.
- 2) Seat capacity for Minor and Interdisciplinary Courses conducted by the Department during 2024 session.
- 3) Planning for Departmental orientation on 18th & 19th July, 2024.

Minutes

- 1) The subject combination for 1st semester NEP 2024 was proposed as -

Minor options

- 1) History
- 2) Sociology
- 3) Education
- 4) Geography.

Interdisciplinary

- 1) History
- 2) Sociology
- 3) Geography.

- 2) The department discussed to propose 60 seats for Political Science Minor and 80 seats for interdisciplinary - Political Science.

- 3) Dr. Rajeshree, Miss Myleodie Deei & Mr. Abhijit will conduct the Departmental orientation. It was also discussed to invite our Alumni (from both UG & PG), Mr. Santanu Jamatia to take a session for the freshers.

Members present—

- 1) Dr. Mainul Islam
 - 2) Mr. Rajesh Kumar Nath
 - 3) Dr. Sharmistha Rakshit
 - 4) Dr. Rajeshree Debbarna
 - 5) Miss Myleodie Deei
 - 6) Mr. Abhijit Deo.
- 11/7/24
11/7/24
11/7/24
Ksh. Myleodie Deei 11/7/24
11/7/24

27/8/24

A departmental meeting was conducted in Room no. F1-11 from 10 AM to 11 AM to discuss and decide on the following -

Agenda

17 Flood relief initiative from Department to be proposed.

27 3 years planning for the Department

Minutes -

17 The Department planned to propose for a clothes donation initiative for helping the flood victims.

27 Three years plans -

i) A FDP or invited lecture to be organised and the MoU signed with Lady Brabourne College, Kolkata during November, 2024

ii) A New certificate course (6 months) to be started. The main subject of this course was proposed to be 'Indian Constitution'

iii) Internship under Tripura Commission for women for 15 girl students during November, 2024

iv) Two National seminars to be organised.

- (v) Observation of Constitutional Day
- (vi) Observation of Gandhi Jayanti
- (vii) Observation of National Unity Day.
- (viii) Field visits and study tours.
- (ix) workshop on Research Methodology.

Members present

- 1) Dr. Sharmistha Rakshit
 - 2) Dr. Mainul Islam
 - 3) Dr. Rajeshree Debbarma
 - 4) Rajesh Kumar Nath
 - 5) K. Mykodesee Debi
 - 6) Abhijit Dey
- Dr. 27/8/24
@ 27/8/24
27/8/24
27/8/24
Kt. Mykodesee Debi 27/8/24
27/8/24

Action taken -

- 1) clothes donation drive by college on 29th & 30th and the Department participated.
- 2) Syllabus framing of certificate course started.
- 3) Email request was sent to the Tripura Commission and request was accepted.

(4) Proposals for sponsorship for seminar are being formulated to be sent to ICSSR- NERC and UAC.

3/9/24

A departmental meeting was held from 2 PM to 3 PM today in #1-11 to discuss and decide on the following-

Agenda

- 1) Class management during teachers' leave
- 2) Class test for 1st semester.

Minutes

- 1) Classes were arranged amongst teachers during absence of 3 teachers in the department on 4th Sep, 2024 and one teacher on 5th September, 2024
- 2) Class test will be conducted for 1st semester major students and syllabus for test will be communicated to the students within 6th September, 2024

Teachers present

- 1) Dr. Mainul Islam 3/8/24
- 2) Dr. Sharmistha Dasgupta 3/9/24
- 3) Dr. Rajeshree Debbarma 3/9/24
- 4) Rajesh Kr. Nath
- 5) K. Myledee Debi 3/9/24
- 6) Abhijit Dey. 3/9/24