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Date: 06.11.2023

Minutes of Meeting

The departmental meeting of Commerce took place in G-13 at 1 pm on 06th November 2023. The following were discussed and agreed upon:

- 1) Update of Syllabus completion was recorded by HoD from each individual faculty.
- 2) The question papers of the Internal Exam of 3rd and 5th Semesters to be submitted by 07/12/23.
- 3) Discussions were done on the decision to be taken for the students who have attendance below 10%.
- 4) A plan was made for organising an education excursion in the coming month.
- 5) Action taken report of previous meeting to be made.

Signature of HOD

HEAD
Department of Commerce,
HOLY CROSS COLLEGE, AGARTALA

Signature of other faculties