



"Educating hearts and minds"

HOLY CROSS COLLEGE

ACCREDITED BY NAAC WITH 'A+' GRADE (CYCLE-2)

Tripura University Reg. Code: 17

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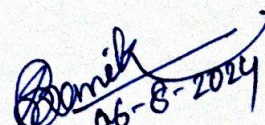
Date: 06/ 08/ 2024

NOTICE

A Departmental meeting will be held on 9th August, 2024 at 1:30 PM in the Room No. F2-4 (Lab/ Library of Andre block) to discuss the following agendas:

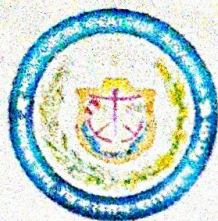
1. 1st and 3rd Semester Class distribution among the faculty.
2. Distribution of the units of the syllabus for the NEP 1st & 3rd semester in the Academic Year 2024-2025.
3. Taking Preparatory Test of 2nd Semester Students before semester examination.
4. Other issues.

All the faculty members of the Department are requested to present the said meeting.


06-8-2024
Dr. Susanta Banik
HEAD

Department of Maths & Statistics
Holy Cross College Agartala

HEAD
Dept. of Maths & Statistics
Holy Cross College, Agartala.



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Date: 10 / 08 / 2024

Minutes of the meeting

A Departmental meeting was held on 9th August, 2024 at 1:30 PM in the Room No. F2-4 (Lab/Library of Andre block) to discuss the agendas given in the Notice.

All the Faculty of the Department was present in the meeting.

The agenda wise discussion of the meeting are as follows.

Discussion-1: The distribution of classes for the 1st and 3rd semesters was discussed in detail. The workload for each faculty member was reviewed, and an equitable distribution of classes was proposed.

It was decided that faculty members would be assigned specific subjects based on their areas of expertise and availability.

The Distribution of Class:

Name of the Faculty	Math (Major)	Math (Minor)	Statistics (Minor)	Math (ID)	Semester
Dr. Susanta Banik	5 period / Week	NIL	1 period / Week	NIL	1 st
	5 period / Week	2 period / Week	1 period / Week	NIL	3 rd
Ms. Dridhiti Roy	5 period / Week	NIL	NIL	2 period / Week	1 st
	5 period / Week	3 period / Week	NIL	NIL	3 rd
Mr. Achintya Bhattacharjee	NIL	NIL	2 period / Week	NIL	1 st
	NIL	NIL	2 period / Week	NIL	3 rd
Mr. Goutam Datta	NIL	NIL	2 period / Week	2 period / Week	1 st
	NIL	NIL	2 period / Week	NIL	3 rd

Discussion-2: The syllabus units for the NEP 1st and 3rd semesters were discussed. Faculty members were asked to share their preferences for the units they would like to teach. It was

agreed that each faculty member would be responsible for specific units in their assigned subjects.

□ The unit distribution was finalized as follows:

Name of the Faculty	MATHC1	MATHC2	MATH-(E)	Statistics (E)	MATH-(ID)	SEM
Dr. Susanta Banik	UNIT-1 UNIT- 4	UNIT -3 UNIT- 4	-----	UNIT-2	UNIT-3	1 st Sem
	UNIT-1 UNIT- 2	UNIT -3 UNIT- 4	UNIT- 2 UNIT- 3	-----	-----	3 rd Sem
Ms. Dridhiti Roy	UNIT-2 UNIT- 3	UNIT -1 UNIT -2	-----	-----	UNIT-1	1 st Sem
	UNIT-3 UNIT- 4	UNIT -1 UNIT-2	UNIT- 1 UNIT- 4	-----	-----	3 rd Sem
Mr. Achintya Bhattacharjee	-----	-----	-----	UNIT-1	-----	1 st Sem
	-----	-----	-----	UNIT-2 UNIT- 4	-----	3 rd Sem
Mr. Goutam Datta	-----	-----	-----	UNIT- 3 UNIT-4	UNIT-2	1 st Sem
	-----	-----	-----	UNIT-1 UNIT-3	-----	3 rd Sem

Faculty members are expected to submit their lesson plans for the assigned units

Discussion – 3:

The need for a preparatory test for 2nd semester students before the semester examination was discussed.

□ It was decided to conduct a preparatory test to assess the students' understanding and readiness for the final exams.

□ The test will cover the full syllabus

□ The test will be taken in the month of September 2024.

Faculty members are encouraged to provide feedback to students based on their performance in the test.

Discussion – 4: If any department request to the Mathematics Department to take some classes for their department, Dr. Susanta Banik will take all that classes in this academic session.

Achintya Bhattacharjee
10/06/24

Mr. Achintya Bhattacharjee
Assistant Professor
Department of Maths &
Statistics

Dridhiti Roy
10/06/24

Ms. Dridhiti Roy
Assistant Professor
Department of Maths &
Statistics

Susanta Banik
10-8-2024

Dr. Susanta Banik
HOD & Assistant Professor
Department of Maths &
Statistics