


Notice / 02.07.2018

A meeting of the Faculty members of the Department will be held on 05.07.2018 (Thursday) at 1.00 pm in the departmental sitting room to discuss the following agenda.

- (1) Fixing of a suitable date for the orientation of the UG Semester-I students.
- (2) Distribution of UG Semester-1 students among their mentors.
- (3) Matters arising.

All the Faculty members are requested to make it convenient to attend the said meeting.

Date: Jhargram, 02.07.2018


2.7.18 Sd./-
Head, Department of Chemistry
Jhargram Raj College

Members present

1. ~~Sikam~~ 05/07/18
2. Palaka 5/7/18
3. Lio 05/07/18
4. fghw 05/07/18
5. Dant 5.7.18
6. S Mandal 05.07.2018
7. Pri 05.07.18

Minutes of the meeting dated 05.07.2018:

- (1) The meeting was chaired by the Head, Department of Chemistry.
- (2) It has been unanimously decided that the freshly admitted students of the UG Semester-I will be provided with an idea about the department through an orientation program to be held on 12.07.2018 (Thursday) at CH-10.
- (3) The members present in the meeting agreed upon that the said program will commence at 1.00 pm sharply and will be over by 1.20 pm, so that no classes are hampered.
- (4) It has been decided that the following Faculty members will address the students: Dr.Dilip Rout (HoD), Dr.PrasantaPatra, Dr. Nabakumar Bera, Smt. SanchayitaAdikari, (any other Faculty).
- (5) It has been decided that similar to the last academic session, a mentor-mentee distribution will be prepared by the Head for the UG Semester-1 students and will be circulated in the department for the perusal of all concerned. A copy of the same will also be displayed on the departmental notice display board.
- (6) It has been unanimously agreed upon that a Mentor's Diary be maintained by every mentor to keep track of their mentees with reference to academics, attendance, discipline and overall development.
- (7) Under the 'Matters arising', Dr.TarunMistri proposed that the mentor-mentee distribution for the last academic session (2017-2018) be revised in view of the dropouts and/or cases of semester failures. The Head agreed upon that the revised distribution will be published alongside the new distribution for the present academic session.
- (8) The meeting ended with thanking the chair.