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Minutes of the Meeting of "Seminar Organizing Sub-committee", dated :- 06/07/2023 (Thursday)

Members Present :-

1. ie.
2. Mbzu
3. Doj 06/07/23
4. Pampa Gurha 06/07/23
5. Nilali Roy 6/7/23
6. K. S. Chakraborty 06/07/2023
7. ଅନନ୍ତ କୁମାର 06/07/2023
8. Arinda. Mir 6/7/23
9. Partha Karan 06/07/23
10. Biswajit Panda 6/7/23
11. Nihar Sarkar 6/7/23
12. Masim Rahman Sarker 06/07/23
13. Ritubarna Das 06/07/23
14. K. B. Bhattacharya 06/07/23

15. Doj 6/7/23

Chairman took the chair at 05:00 p.m.

1. A seminar on upcoming NIP will be conducted on 12/07/2023, the speakers are Dr. Jushar Ghora, JDPI, HE Dept., Govt. of WB & Dr. Sebanish Biswas, IC, CV.
2. Dr. Sajedul Anam Mir ~~and Dr. Aditya Jant Ghising~~, Assistant Professor, Dept. of ^{Zoology} ~~Physics and Political Science~~ respectively be given the responsibilities to prepare the Flyer and banner (soft copy) be prepared as soon as possible.
3. Dr. Anuraj Chandhuri, Associate Professor, Dept. of Physiology and Dr. Akhadeep Mibra, Assistant Professor, Dept. of Zoology be given the responsibilities to purchase a White Board and Markers for the purpose.

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4. For Overall Hall Management and Decoration
be given the responsibilities be given on
Dr Arindam Midya & Dr Konshik
Mukherjee, Assistant Professor, Dept. of
Physics and Dr Biswajit Panda,
Assistant Professor, Dept. of Chemistry
& Mr. Asit Bhattacharyya, NT staff.

~~be given~~
5. For Registration Dr Anadhana Murmu,
Assistant Professor, Dept. of Sanskrit,
Dr Pitufarna Das, Assistant Professor,
Dept. of English and Dr Suryashi
Dutta be given the responsibilities.

6. For Technical Assistance Dr Jyoti
Gajeri, Assistant Prof., Dept. of Chemistry,
Dr Anshuman Nandi, Assistant Professor,
Dept. of Physics and Dr Saiful Anam
Mr be given the responsibilities.

7. To receive the Guests, the responsibilities
be given on to Dr Sebarish Karmakar,
& Dr Anupad, Mitra, Assistant Professors,
Dept. of Zoology and Dr Mitalk Ray,
Assistant Professor, Dept. of English and Dr Nihar
Das, Assistant Professor, Dept. of Mathematics

8. Responsibilities of anchoring be
given on to Dr Pampa Ghosh, Dept. of
Chemistry.

9. Preparation of certificate - the
responsibility be given on to Dr Sandipan
Das, Assistant Professor, Dept. of Economics

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10. Responsibilities for food packets for guests ~~and other arrangements~~ be given on to Dr. Partha Karak, Assistant Professor, Dept. of Botany.
 11. Responsibilities for refreshments be given on to Dr. Krishnamoou Das, Assistant Professor, Dept. of Zoology, Dr. Anupam Majumdar, Assistant Professor, Dept. of Botany and Mr. Pentu Chowdhury N.T. staff.
 12. The Phycer and Emulation Letters be sent to the Principals Pammohan College and Ananda Mohan College.
 13. Introductory speech be delivered by Dr. S. P. Chatterjee, Principal and Dr. M. Grayen, Vice-Principal.
 14. Vote of Thanks be delivered by Dr. Achal Chandhuri, Coordinator, ISAC.
 15. Responsibilities for selection and purchase of Mementos for the guests be given on to Dr. Debasis Karmakar & Dr. Anupam Mitra, Assistant Professors, Dept. of Zoology.
 16. Principal be requested to sanction ₹ 15,000/- (Rupees Fifteen Thousand Only) for the said Seminar.

Meeting ended with thanks to the Chair.

Sd/- Chandra
06/07/2023