



MUGBERIA GANGADHAR MAHAVIDYALAYA

P.O.—BHUPATINAGAR, Dist.—PURBA MEDINIPUR, PIN.—721425, WEST BENGAL, INDIA

NAAC Re-Accredited B+Level Govt. aided College

CPE (Under UGC XII Plan) & NCTE Approved Institutions

DBT Star College Scheme Award Recipient

E-mail : mugberia_college@rediffmail.com // www.mugberiangadharMahavidyalaya.ac.in

Subject: Departmental Resolution Ledger (Physics)

Meeting Resolution Copy Form: 2018 to 2023 for the Department of Physics. Here, all the meeting resolutions of the department can be found academic year-wise.



Signature of The Principal
Dr Swapan Kumar Misra

Principal
Mugberia Gangadhar Mahavidyalaya

(2018-2019)

Proceeding of the meeting of Physics department
held on 27/07/2018 in physics staff room at 2.00 P.M.

Members Presents:

1. ~~Surpan Kumar Mishra~~
2. Anpita Das
3. Gourchand Manna.
4. Skilpa Laity.
5. ^{Gandip. Jana} ^{Barnali Samal} Principal takes chair

- ① Proceeding of the last meeting read, discuss and confirmed.
- ② The department request to principal to reconstruct the departmental library for CBCS students.
- ③ Resolved that articles from students be invited for displaying in the wall magazine. Members are also required to submit their writings for this purpose.

The meeting comes to end with a vote of thanks.


27.7.18

Proceeding of the meeting of Physics department
held on 15.01.19 in physics staff room at 2.30 PM.

members present:-

1. Rupam Mal.
2. Arpita Das
3. Gourchand Banerjee
4. Swapan Kumar Das
- 5.

(A) Proceeding of the last meeting read, discuss, and confirmed.

(B) The syllabus of the 2nd sem and 4th sem of session 2019-2020 is discussed throughly among the faculty members.

(C) The content of the syllabus distributed among the teachers.

(d) Result of the 3rd sem is discussed.

(e) Prepare list of instrument for purchases

The meeting comes to an end with a vote of thanks to the chair.

Swamin
15.01.2019

Arpita Das
15.01.2019

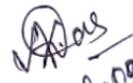
Proceeding of the meeting at physics department
held on 08.09.2019 in physics staff room at 2.00 P.M.

Member's present: —

- ① Arpita Das
- ② Sourav Panda
- ③ Gourchand Mauna,
- ④ Suparna Maj. (8.9.19).
- ⑤ Swapan Kumar Mishra

- ① Discussion about 4th Sem result for further improvement.
- ② Distinguish poor student and allotation of remedial classes.
- ③ Re-Construction of routine.


08.09.2019


08.09.2019

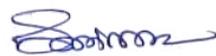
Proceeding of the meeting at Physics department held on 08.07.19 in Physics Staff room at 1.00 p.m.

Members present:

- ① Swapan Kumar Mishra
- ② Rupam Mai.
- ③ Gourchand Hanne,
- ④ Souvar Panda.
- ⑤

Agenda:-

- ① Discussion about the distribution of syllabus of all semester to be taken by the teachers.
- ② Discussion about the tentative dates of 1st internal examination.
- ③ Listing of required books of all semester
- ④ Requirement of extra desktops in our MAT-LAB.


08.7.2019

Proceeding of the meeting at Physics department
held on ~~02.12.19~~ 06.12.19 in Physics staff
room at 1.00 p.m.

- Members present:-
- ① ~~Sourav~~ 6.12.2019
 - ② Anpita Das
 - ③ Gourchand Hanra,
 - ④ Sourav Panda.
 - ⑤ Debasish Das
 - ⑥ Rupammai.

Agenda:-

- (i) Discussion about Syllabus distribution of Semesters II, IV and VI.
- (ii) Qualitative discussion about the improvement of students after 2nd internal test.
- (iii) Date fixation of ~~the~~ 5th sem practical examination as per University schedule.

(iv) Resolution 1.

~~Sourav~~
06.12.2019

Processing of the meeting of physics dept.
held on 19.12.2019 in physics staff room
at 11.30 a.m.

Members present —

- ① ~~Zobir~~ 19.12.2019
- ② Wadut Shaikh 19.12.2019
- ③ Arpita Das Sasmal 19.12.2019
- ④ Gourchandanna 19/12/19
- ⑤ Supammal. 19/12/19
- ⑥ Sourav Panda 19/12/19
- ⑦ Debarish Das
- ⑧ Barnali Samanta-
- ⑨

Agenda:-

- ① Teachers and staff presence during the college hours.
- ② student mentor.
- ③ Departmental welcome calendar.
- ④ Duty of lab assistance.
- ⑤ departmental library

Date = 10-06-19

① A departmental meeting for the session ~~2018-2019~~ 2019-2020 was held on 10-06-19 at 12.30 in physics department for the brief discussion on creating a syllabus distribution and routine preparation.

□ The minutes of meeting are

- 1.) Creating an outline for syllabus distribution.
[Course Title - Teacher name]
- 2.) Required text books or Resources.
- 3.) Attendance policy
- 4.) Allocate time for class, lab work, Mentoring?

□ Members present

- 1.) Debarish Das
- 2.) Supannya
- 3.) ~~Sanjib Kumar~~

② A departmental meeting to discuss the internal exam requires careful planning and coordination was held on 20-06-19 at 1.30 in physics department. Date → 20-06-19

□ The minutes of meeting

1. Setting the exam date, discussing content coverage.
- 2.) Gather materials like previous exam papers,
- 3.) Discuss the previous internal exam to identify strength and weaknesses.
- 4.) Determine the format of the upcoming exam.

□ Members present.

- 1.) Debarish Das
- 2.) Supannya
- 3.) ~~Sanjib Kumar~~
- 4.)

Date \rightarrow 27.07.19

- A departmental meeting 2019-2020 was held on at 1:30 in physics department for the brief discussion on improving student performance or addressing student-related issues.

Q The minutes on meeting are \rightarrow

- 1) Assessment and Feedback
- ii) Personalized Learning.
- iii) Technology integration.
- iv) Motivation and Mindset.

Q Members present \rightarrow

1. ~~Sarita~~
2. \rightarrow Debarishu
3. \rightarrow Rupam Mal.

4. \rightarrow ~~Debarishu~~
5. \rightarrow
6. \rightarrow

- Date \rightarrow 13.08.19
- A departmental meeting 2019-2020 was held on at 3:00 pm in physics department for the discussion regarding ^{to published} Postal Presentation and wall-magazine.

Q The minutes on meeting \rightarrow

- 1) Decide the theme or topic for wall magazine.
- ii) Gather Content.
- iii) Create a layout.
- iv) Print and assemble.

Q Members present \rightarrow

1. \rightarrow Debarishu
2. \rightarrow Rupam Mal.

3. \rightarrow ~~Sarita~~
4. \rightarrow
5. \rightarrow
6. \rightarrow

□ A departmental meeting for the session 2020-2021 ^{Date: 7.11.19} was held on 7.11.19 at 1.00 PM in physics department for discussion to create a syllabus distribution and routine preparation.

○ Agenda

- ① Discussion about syllabus distribution.
- ② Understand the curriculum.
- ③ Set Time frames.
- ④ Weekly class schedule outlines.

□ Members present

- | | |
|------------------------|------|
| 1. > Debasish Das | 4. > |
| 2. > Lupam mal. | 5. > |
| 3. > Sourav | 6. > |

Academic Session- 2022-2023

Date \rightarrow 18.7.22

1. \rightarrow \square A departmental meeting for the session 2022-2023 was held on 18.7.22 at 2.00 pm in physics department for discussion on creating a syllabus distribution and routine preparation of odd semester.

\square The minutes

- (i) Creating an outline for syllabus distribution.
- (ii) Required text books or Resources.
- (iii) Allocate time for class, lab work, mentoring

\square Members present:

- | | |
|--------------------------------|---------------------------------------|
| 1. \rightarrow Supam mull | 4. \rightarrow Sebastian |
| 2. \rightarrow Sebastian Jes | 5. \rightarrow |
| 3. \rightarrow Wadut Shaila | 6. \rightarrow |

Date \rightarrow 3.08.22

2. \rightarrow \square A departmental meeting to discuss the 1st internal exam of (1st sem) requires careful planning and coordination was held on 3.08.22 at 1.30 pm in physics department.

Agenda

- (i) Setting the exam date
- (ii) Determine the format of the upcoming exam
- (iii) Discuss the previous internal exam to identify strength and weakness.

\square Members present:

- | | |
|--------------------------------|---------------------------------------|
| 1. \rightarrow Supam mull | 4. \rightarrow Sebastian |
| 2. \rightarrow Sebastian Jes | 5. \rightarrow |
| 3. \rightarrow Wadut Shaila | 6. \rightarrow |

3.) A departmental meeting to discuss the ^{Date → 10.9.22} Winter term exam of (3rd sem) requires careful planning and coordination was held on 10.9.22 at 2.00 pm in physics department.

Agenda ⇒

- (i) Setting the exam date
- (ii) Determine the format of the upcoming exam.

Members present ⇒

- i) Rupam maj.
- ii) Sebasish Das
- iii) Wadut Shankar
- iv) ~~Sebasish Das~~

4.) A departmental meeting to discuss the ^{1st Date → 22.9.22} internal exam of (5th sem) requires careful planning and coordination was held on 22.9.22 at 3.15 pm in physics department.

Agenda ⇒

- (i) Setting the exam date.
- (ii) Determine the format

Members present

- i) Rupam maj.
- ii) Sebasish Das
- iii) Wadut Shankar
- iv) ~~Sebasish Das~~
- v) ~~Sebasish Das~~

Date \Rightarrow 2.11.22

① A departmental meeting to discuss the ~~1st~~ 2nd internal exam of (1st sem) requires careful planning and coordination was held on 2.11.22 at 2.00 pm in physics department.

Agenda \Rightarrow

- (i) Setting the exam date.
- (ii) Determine the format.
- (iii) question review.

Members present

- i) Rupam mal. (iv)
- ii) Debarishi Das (v)
- iii) Wandut Shakti

Date \Rightarrow 10.11.22

② A departmental meeting to discuss the 2nd internal exam of (2nd sem) requires careful planning and coordination was held on 10.11.22 at 2.30 pm in physics department.

Agenda \rightarrow

- (i) setting the exam date
- (ii) Gather materials like previous exam papers.

Members present \rightarrow

- (i) Rupam mal.
- (ii) Debarishi Das

- (iii) Wandut Shakti
- (iv) ~~Debarishi Das~~
- (v)

Date → 23/1/22

2nd

① Departmental Meeting regarding the internal test of (5th) Semester.

Agenda →

- i) Setting the exam date
- ii) Determine the format.

Members present

- i) ~~Sebastian~~
- ii) Sebastian Des
- iii) Wadut Shale
- iv)
- v)

Date → 1.08.23

① A Departmental meeting regarding the 1st internal test of Even Semester.

Agenda →

- i) setting the exam date.
- ii) Discuss the format of the upcoming exam.

Members present ⇒

- (i) Dipam Mal.
- (ii) Sebastian Des
- (iii) Wadut Shale

- (iv) ~~Sebastian~~

- (v)

Departmental Meeting Regarding the NAAC and Routine of Even Semester:-

Date:- 3/02/2023

Time:- ~~2 P.M~~ 2 P.M

Members Present:-

1. Swapan Kumar Mishra
2. Kalipada Maity - 03/02/2023
3. Debasish Das 03/02/2023
4. Sourav Panda 03.02.23
5. Wadut Shaikh . 03/02/2023
6. Gourchand Manna
7. Rupam Maji. 3/02/23
- 8.
- 9.

Meetings Meeting:-

- ① Briefly discuss the NAAC all criteria and what to do in department in various criteria by NAAC Co-ordinator and principal.
- ② Distribution of work load among all faculty for report documentation.

Proceeding of the meeting at physics department held on 6.4.23 in physics staff room at 1.00pm. Date = 6.4.23

- Agenda ⇒
- (i) Qualitative discussion about the improvement of students after ~~2nd~~ 1st internal test
 - (ii) Discussion about the tentative date of practical exam. and 2nd internal test.
 - (iii) Re-construction routine.

Members presents

- (i) Rupam Mal (6.4.23)
- (ii) Debarish Das
- (iii) Wandut Skate

(iv) ~~Session~~

(v)

(vi)

Pegarding A Departmental meeting the 2nd internal test of ~~1st~~ semester (2nd). Date = 24.4.23

- (i) Setting the exam date
- (ii) Discuss the format and revised the previous question.

Members presents

- (i) Debarish Das
- (ii) Rupam Mal
- (iii) Wandut Skate

(iv) ~~Session~~

(v)

Date = 26.04.23

① A Departmental meeting to discuss the 2nd internal test of semester (4th).

- Agenda ⇒
- (i) Setting the exam date.
 - (ii) Determine the format.

Members Present

- i) Sebasish S (v) ~~Sebasish S~~
- ii) Rupam M. (v)
- iii) ~~Wadut~~ (vi)

Date = 3.04.23

② A Departmental meeting to discuss the 2nd internal test of semester (6th)

- Agenda ⇒
- (i) Setting the exam date
 - ii) Determine the format.

Members

- (i) Rupam M. (v) ~~Sebasish S~~
- ii) Sebasish S (v)
- iii) Wadut Shair (vi)

③

(i) Sebasish S (v)
(ii) Rupam M. (v)
(iii) Wadut Shair (vi)