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ESTD : 2007

ASANNAGAR MADAN MOHAN TARKALANKAR COLLEGE

56 Majhdia Road, P.O. - Asannagar, Nadia, Pin - 741161

NAAC ACCREDITED 1ST Cycle Grade - B

(Affiliated to the university of Kalyani & Approved by the UGC under section 2(f) & 12B)

Date: 14.08.2026

NOTICE

A meeting of academic sub committee will be held on 25/08/2026, Tuesday at 1.30 pm in the TIC room. All members are requested to join this meeting positively.

Agenda:

1. To read and confirm the last meeting.
2. Teachers parents meeting.
3. 5th Sem. Class routine.
4. Upcoming University of Kalyani examination.
5. How to ensure students attendance 75% in all Semester
6. Miscellaneous.

Prasanna Biswas.

Convener
Academic sub-committee

Convener
Academic Sub-Committee
Asannagar MMT College
Asannagar Nadia

[Signature]
14/08/26

Teacher-in-charge
Asannagar MMT College

Teacher-in-Charge
Asannagar Madan Mohan Tarkalankar College
Asannagar, Nadia, W.B., Pin-741161

Members present in the meeting:

1. ~~From~~
2. ~~Prasenjit Biswas~~ 25/08/2026
3. Soumen Pal
4. Unnaitan Sankar 25/08/2026
5. Bhayappasad Ughark
6. @jagat 25.08.26
7. Tanima Barik 25/08/2026
8. Bipul Gaur
9. Mili Paul
10. Anindita Saha
11. Dipu Halder 25/8/2026
12. Partha Banerjee 25/8/2026

Academic sub committee meeting:

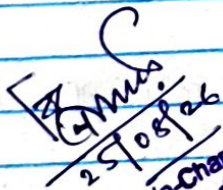
1. To read and confirm the proceedings of the last meeting.
2. Teachers-Incent meeting will take place on 15th September, 2026.
3. Class routine for 5th semester has been prepared by the departments, the necessary changes will make in the master routine.
4. Exam. invigilation schedule has to be strictly followed by the invigilators. If a faculty wants to skip the responsibility for unavoidable reasons, she will request another faculty to perform as invigilation on the concerned day of Examination.
5. @ Steps will be taken to reintroduce canteen facilities after the formal constitution of the governing Body as that will motivate students from faraway places to visit the campus.

b. Content-related movies on videos can be displayed on the part of the sept.

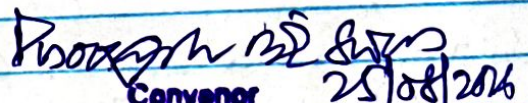
c. The Teacher-in-charge will take to the coordination of the placement cell to enquire about the existing practices related to coaching for competitive examinations and take further necessary steps in this regard.

d. Within the interval of 3 month the department will prepare attendance note of the students of Mason course and let it verbally known to the students in the classroom.

Counter signed
by


25/08/2016

Teacher-in-Charge
Asannagar Madan Mohan Tarakankar College
Asannagar, Nadia, W.B., Pin-741101


25/08/2016
Convenor
Academic Sub-Committee
Asannagar MMT College
Asannagar, Nadia