



"Educating hearts and minds"

HOLY CROSS COLLEGE

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

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DEPARTMENT OF HUMAN PHYSIOLOGY

Date: 05.09.2024

Notice

This is to notify all the faculty members of the Department that a Departmental Meeting will be held on **10th September 2024, at 1:30 pm** in room no. F1-4 (Lab), to discuss the following agenda:

1. Student's Feedback.
2. Parent-Teacher Meeting Report.
3. Class Management.
4. Misc.


HoD, Human Physiology 5/9/2024

HEAD
Department of Human Physiology,
HOLY CROSS COLLEGE, AGARTALA

Departmental Meeting Minutes

Dated : 10-09-2024

Place : Departmental Lab (F1-4)

Time : 1:30 PM

Members Present :

Dr. Sumanika Sahu

Dr. Ashish Ku. Singh

Dr. Sandeep Ray Sankar

Mr. Kanak Chakrabarty

Mr. Ujjal Mallick

Agenda :

1. Student's feedback
2. Parent-Teacher Meeting report
3. Class management
4. Misc.

Minutes :

1. Students feedback regarding classes, study materials etc. were showed to all the faculty members and requested to sharing the study material on time, taking class in a little bit-improvised manner and being interactive to all section of the students.
2. Feedback of parents and students from the parent-teacher meeting also showed with all the respected faculty members and requested them to seriously looking after it.
3. Planning and discussion was done on - how to manage various classes more efficiently in a time bound manner and suggestion was opted from each of the faculty members.

All the above resolutions raised in the meeting was taken unanimously by all the faculty members present in the meeting.

Asst
10-7-24

10/09/24

10/09/24

10/09/2024

ACTION TAKEN REPORT

Initiative-1: As discussed, all the faculty members are sharing the study materials after each class in timely manner. Each and every member of faculty continuously taking the classes in more improvised manner than the previous semesters.

Initiative-2: According to the feedback received from the parents and students, faculty members are seriously acting on the different suggestions/issues.

Initiative-3: As discussed among the faculty members, classes are taken in timely manner and more interactive ways with the help of audio-visual materials, group assignment and group studies etc.


19/12/2024

HEAD
Department of Life and Physiology,
HOLY CROSS COLLEGE, AGARTALA