## Minutes of the Departmental Meeting Date: 29/11/2023

- 1. Syllabus: The new syllabus for the 2<sup>nd</sup> semester was discussed and distributed to all the members of the Department. Minor changes in the syllabus portion for other semesters also was discussed and redributed.
- **2. Optics Room:** Some optics experiments like LDR, Photodiode, Planck's constant, etc can be kept there subjecting to the availability of space. CCTV is also needed to be installed and three stools need to be put there.
- 3. Display of Results: The display of position holders and gist of the results to be displayed in the upper part of the partition between the main lab and the Honours class room with good quality flex and Incharge will be ML and BG.
- 4. Deppt Library: Proper arrangement of books in the Departmental library to be done at the earliest.
- 5. Field Trip: If possible a field trip will be proposed to the students and management.

6. Members Present:

Dr. M. Lyndem (HOD)

Dr. L. Kurbah

Dr. M. Ram

Prof. B. L. Giri

Prof. D. Nongkynrih

Prof. L. Nongbet

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24/11/23

## Minutes of the Departmental Meeting Date: 4/4/2024

- 1. Study Tour: A study trip to Mawphlang Dam is to be look into for which Dr. L. Kurbah will coordinate with the PHE Department, Govt. of Meghalaya.
- 2. Bro. Shannon Memorial Lecture: The Meeting decided this Memorial Lecture will be on the 9<sup>th</sup> May, 2024. The Resource Person will be Dr. Basap Roy Choudhury, Faculty IIM, Shillong.
- **3. Mentoring:** The Meeting also decided to start the mentoring process for the 6<sup>th</sup> semester students at the earliest.
- 4. Syllabus Status: The syllabus status for all the faculties is manageable except for the 6<sup>th</sup> semester Practicals which will take some more time, the meeting decided that extra classes should be taken if needed.
- 5. NAAC: The meeting decided that all the NAAc related work should be done and complete at the earliest.

6. Members Present:

Dr. M. Lyndem (HOD)

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