

Sree Chaitanya Mahavidyalaya

Habra-Prafullanagar, North 24 Parganas, PIN -743468

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Department of English

Date: 26/12/2018

NOTICE

A meeting of the Department of English will be held on 02/01/2019 at 10.30 a.m. in the Meeting Room of the college.

All the faculty members are requested to be present in the meeting.



N.C. Mondal

For the Head, Department of English



Agenda:

1. To read and confirm the proceedings of the last meeting held on 13/10/2018
2. To discuss about the syllabus division amongst the faculty members for the Second Semester. (CBCS)
3. To discuss about the class allotment among the teachers of the department, as per the proper weightage.
4. Miscellaneous