

## Departmental Meeting

### Department of Arabic

Date: 05/08/2018

A Department meeting was held in the department in the presence of the following faculties

1. Ibrahim Ali Bhuyan (HOD) : Dr. Ibrahim Ali Bhuyan  
2. Shofiqur Rohman : Shofiqur Rohman,  
3. Bilkis Lutfun Nahar : Bilkis Lutfun Nahar.

#### Agenda:

1. Distribution of classes.
2. Distribution of syllabus
3. Departmental seminar and Introduce of SOCC.
- 4 Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of October for the betterment of the students.
3. Following the instruction given by the principal, it is decided that the department will introduce a Skill Oriented Certificate Course in this session. The course is tentatively selected as " Arabic Reading and Writing Skill ".
4. The department will plan a field trip or community based activity in the month of September.

The faculties will meet again if and when required.



HOD  
Arabic Department  
Habraghat College, Krishnai

To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:06<sup>th</sup> August 2018.

Sub: Prayer for Permission for introduction of SOCC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Skill Oriented certificate Course on " Arabic Reading and Writing Skill" from 10<sup>th</sup> August/2018.

Therefore, we request you kindly to grant our prayer and thus oblige.

*Permission Granted*

*06/08/18*  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully

HOD

Department of Arabic

HOD  
Arabic Department  
Habraghat College, Krishnai



## DEPARTMENTAL MEETING

### Department of Arabic

Date: 06/01/2019

A Department meeting was held on 06/01/2019 at 10.30 AM in Google meet..

#### Members Present:

- |                                 |   |                        |
|---------------------------------|---|------------------------|
| 1. Dr. Ibrahim Ali Bhuyan (HOD) | : | Dr. Ibrahim Ali Bhuyan |
| 2. Shofiqur Rohman              | : | Shofiqur Rahman        |
| 3. Bilkis Lutfun Nahar          | : | Bilkis Lutfun Nahar    |

#### The Agenda of the are:


1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of VAC
- 4 Any others

Keeping in view the agenda, the meeting proceed with discussion to arrive at certain resolution in this COVID struck time.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of April for the betterment of the students.
4. Following the instruction given by the Principal, it is decided that the department will introduce a Value Added Course in this session. The course is tentatively selected as " Arabic Reading and Essay Writing Skill".
5. The department will plan a field trip or community based activity in the month of March.

The faculties will meet again if and when required.

  
HOD

Department of Arabic  
Arabic Department  
Habraghat College, Krishnai

To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:05<sup>th</sup> January 2019.

Sub: Prayer for Permission for introduction of VAC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Value Added Course on " Arabic Reading and Eassy Writing Skill " from 09<sup>th</sup> January/2019.

Therefore, we request you kindly to grant our prayer and thus oblige.

*Permission Granted*

*05/01/19*  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully

*[Signature]*  
HOD

Department of Arabic  
HOD  
Arabic Department  
Habraghat College, Krishnai

## **DEPARTMENTAL MEETING**

### **Department of Arabic**

Date: 06/8/2019

A Department meeting was held on 06/08/2019 at 10.30 AM in Google meet..

#### **Members Present:**

1. Dr. Ibrahim Ali Bhuyan (HOD) : Dr. Ibrahim Ali Bhuyan
2. Shofiqur Rohman : Shofiqur Rohman
3. Bilkis Lutfun Nahar : Bilkis Lutfun Nahar

#### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of SOCC
- 4 Any others

Keeping in view the agenda, the meeting proceed with discussion to arrive at certain resolution in this COVID struck time.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
  2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
  3. A departmental workshop or seminar will be organized in the month of April for the betterment of the students.
  4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Arabic Vocabulary Enrichment".
  5. The department will plan a field trip or community based activity in the month of September
- The faculties will meet again if and when required.

HOD

Department of Arabic  
HOD  
Arabic Department  
Habraghat College, Krishnai

To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:08<sup>th</sup> August 2019.

Sub: Prayer for Permission for introduction of SOCC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Skill Oriented certificate Course on " Arabic Vocabulary Enrichment " from 10<sup>th</sup> August/2019.

Therefore, we request you kindly to grant our prayer and thus oblige.

Permission Granted

*[Signature]*  
08/08/19  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully  
*[Signature]*  
HOD

Department of Arabic

HOD  
Arabic Department  
Habraghat College, Krishnai



## Departmental Meeting

### Department of Arabic

Date: 09/01/2020

A Department meeting was held in the department in the presence of the following faculties

1. Ibrahim Ali Bhuyan (HOD) : Dr. Ibrahim Ali Bhuyan  
2. Bilkis Lutfun Nahar : Shofique Rahman  
3. Shofique Rohman : Bilkis Lutfun Nahar,

#### Agenda:

1. Distribution of classes.
2. Distribution of syllabus
3. Departmental seminar and Introduce of VAC.
- 4 Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of April for the betterment of the students.
3. Following the instruction given by the principal, it is decided that the department will introduce a Value Added Course in this session. The course is tentatively selected as " Translation Studies (Arabic) ".
4. The department will plan a field trip or community based activity in the month of March.

The faculties will meet again if and when required.

  
HOD

Arabic Department  
Habraghat College, Krishnai



To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:06<sup>th</sup> January 2020.

Sub: Prayer for Permission for introduction of VAC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Value Added Course on " Translation Studies(on Arabic)" from 08<sup>th</sup> January/2020.

Therefore, we request you kindly to grant our prayer and thus oblige.

*Permission Granted*

*06/01/20*  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully

*[Signature]*  
HOD

Department of Arabic

HOD  
Arabic Department  
Habraghat College, Krishnai

## **DEPARTMENTAL MEETING**

### **Department of Arabic**

Date: 11/08/2020

A Department meeting was held on 11/08/2020 at 10.30 AM in Google meet..

#### **Members Present:**

1. Dr. Ibrahim Ali Bhuyan (HOD) : Dr Ibrahim Ali Bhuyan
2. Shofiqur Rohman : Shofiqur Rohman
3. Bilkis Lutfun Nahar : Bilkis Lutfun Nahar


#### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of VAC/SOCC.
- 4 Any others

Keeping in view the agenda, the meeting proceed with discussion to arrive at certain resolution in this COVID struck time.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
  2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
  3. A departmental workshop or seminar will be organized in the month of April for the betterment of the students.
  4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Functional Arabic".
  5. The department will plan a field trip or community based activity in the month of September.
- The faculties will meet again if and when required.

  
HOD

Department of Arabic  
HOD  
Arabic Department  
Habraghat College, Krishnai

To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:03<sup>th</sup> August 2020.

Sub: Prayer for Permission for introduction of SOCC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Skill Oriented certificate Course on " Functional Arabic " from 06<sup>th</sup> August/2020.

Therefore, we request you kindly to grant our prayer and thus oblige.

Permission Granted

Yours faithfully  
HOD

03/08/20  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Department of Arabic  
HOD  
Arabic Department  
Habraghat College, Krishnai

**Departmental Meeting**

**Department of Arabic**

**Date: 10/01/2021**

**A Department meeting was held in the department in the presence of the following faculties**

1. Ibrahim Ali Bhuyan (HOD) : Dr. Ibrahim Ali Bhuyan  
2. Bilkis Lutfun Nahar : Bilkis Lutfun Nahar  
3. Shofiqur Rohman : Shofique Rahman

**Agenda:**

1. Distribution of classes.
2. Distribution of syllabus
3. Departmental seminar and Introduce of VAC.
- 4 Any other.

**After a detailed discussion, the following resolutions are taken:**

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of April for the betterment of the students.
3. Following the instruction given by the principal, it is decided that the department will introduce a Value Added Course in this session. The course is tentatively selected as " Translation Studies on Arabic".
4. The department will plan a field trip or community based activity in the month of March.

**The faculties will meet again if and when required.**

  
HOD  
Arabic Department  
Habraghat College, Krishnai

To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:06<sup>th</sup> January 2021.

Sub: Prayer for Permission for introduction of VAC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Value Added Course on " Translation Studies on Arabic " from 08<sup>th</sup> January/2021.

Therefore, we request you kindly to grant our prayer and thus oblige.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully  
  
HOD

Department of Arabic  
HOD  
Arabic Department  
Habraghat College, Krishnai

HOD  
Arabic Department  
Habraghat College, Krishnai

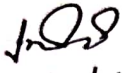
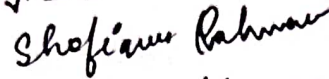



## Departmental Meeting

### Department of Arabic

Date: 08/08/2021

A Department meeting was held in the department in the presence of the following faculties

1. Ibrahim Ali Bhuyan (HOD) :   
2. Shofiqur Rohman :   
3. Bilkis Lutfun Nahar : 

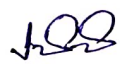
#### Agenda:

1. Distribution of classes.
2. Distribution of syllabus
3. Departmental seminar and Introduce of SOCC.
- 4 Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of October for the betterment of the students.
3. Following the instruction given by the principal, it is decided that the department will introduce a Skill Oriented Certificate Course in this session. The course is tentatively selected as " Arabic Reading and Writing Skill".
4. The department will plan a field trip or community based activity in the month of September.

The faculties will meet again if and when required.

  
HOD  
Arabic Department  
Habraghat College, Krishnai

To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:05<sup>th</sup> August 2021.

Sub: Prayer for Permission for introduction of SOCC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Skill Oriented certificate Course on " Arabic Reading and Writing Skill " from 09<sup>th</sup> August/2021.

Therefore, we request you kindly to grant our prayer and thus oblige.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully

  
HOD

Department of Arabic

HOD  
Arabic Department  
Habraghat College, Krishnai

To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:03<sup>th</sup> January 2022.

Sub: Prayer for Permission for introduction of VAC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Value Added Course on " Terminology (Terms into Arabic-English) " from 09<sup>th</sup> January /2022.

Therefore, we request you kindly to grant our prayer and thus oblige.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully  
  
HOD

Department of Arabic  
HOD  
Arabic Department  
Habraghat College, Krishnai

Departmental Meeting

Department of Arabic

Date: 11/01/2022

A Department meeting was held in the department in the presence of the following faculties

1. Ibrahim Ali Bhuyan (HOD) : Dr. Ibrahim Ali Bhuyan  
2. Bilkis Lutfun Nahar : Bilkis Lutfun Nahar  
3. Shofiqur Rohman : Shofiqur Rohman


Agenda:

1. Distribution of classes.
2. Distribution of syllabus
3. Departmental seminar and Introduce of VAC.
- 4 Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of April for the betterment of the students.
3. Following the instruction given by the principal, it is decided that the department will introduce a Value Added Course in this session. The course is tentatively selected as " Termonology ".
4. The department will plan a field trip or community based activity in the month of March.

The faculties will meet again if and when required.

  
HOD  
Arabic Department  
Habraghat College, Krishnai

## Departmental Meeting

### Department of Arabic

Date: 09/08/2022

A Department meeting was held in the department in the presence of the following faculties

1. Ibrahim Ali Bhuyan (HOD) : Dr. Ibrahim Ali Bhuyan  
2. Shofiqur Rohman : Shofiqur Rohman  
3. Bilkis Lutfun Nahar : Bilkis Lutfun Nahar


#### Agenda:

1. Distribution of classes.
2. Distribution of syllabus
3. Departmental seminar and Introduce of SOCC.
- 4 Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of October for the betterment of the students.
3. Following the instruction given by the principal, it is decided that the department will introduce a Skill Oriented Certificate Course in this session. The course is tentatively selected as "Spoken Arabic".
4. The department will plan a field trip or community based activity in the month of September.

The faculties will meet again if and when required.

  
HOD  
Arabic Department  
Habraghat College, Krishnai



To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:02<sup>th</sup> August 2022.

Sub: Prayer for Permission for introduction of SOCC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Skill Oriented certificate Course on " Spoken Arabic " from 08<sup>th</sup> August/2022.

Therefore, we request you kindly to grant our prayer and thus oblige.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully

  
HOD

Department of Arabic

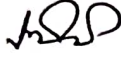

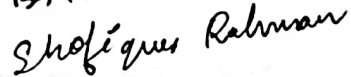
HOD  
Arabic Department  
Habraghat College, Krishnai

## Departmental Meeting

### Department of Arabic

Date: 09/01/2023

A Department meeting was held in the department in the presence of the following faculties

- |                             |   |  |
|-----------------------------|---|--|
| 1. Ibrahim Ali Bhuyan (HOD) | : |   |
| 2. Bilkis Lutfun Nahar      | : |  |
| 3. Shofiqur Rohman          | : |  |

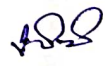
#### Agenda:

1. Distribution of classes.
2. Distribution of syllabus
3. Departmental seminar and Introduce of VAC.
- 4 Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of April for the betterment of the students.
3. Following the instruction given by the principal, it is decided that the department will introduce a Value Added Course in this session. The course is tentatively selected as " Conversation in Arabic ".
4. The department will plan a field trip or community based activity in the month of March.

The faculties will meet again if and when required.

  
HOD  
Arabic Department  
Habraghat College, Krishnai

To,

The Principal of Habraghat Mahavidyalaya ,Krishnai, Goalpara.

Dated:03<sup>th</sup> January 2023.

Sub: Prayer for Permission for introduction of VAC.

Sir,

With due respect, we, the Department of Arabic beg to state that we want to introduce a Value Added Course on " Conversation in Arabic " from 05<sup>th</sup> January/2023.

Therefore, we request you kindly to grant our prayer and thus oblige.

*Permission Granted*

*[Signature]*  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Yours faithfully

*[Signature]*  
HOD

Department of Arabic

HOD  
Arabic Department  
Habraghat College, Krishnai

Habraghat Mahavidyalaya, Krishnai  
Faculty Meeting  
Department of Economics  
Session 2018/2019 (July - Dec)  
Date - 02/08/2018

A meeting of the department of Economics, Habraghat Mahavidyalaya Krishnai is held at 3PM ( )  
and Aug 2018 in the department of Economics

Members present

- (1) Komdarpa Nath (HOD) Chair
- (2) Asisur Rahman (Guest Faculty) ✓
- (3) Abdul Wakil Ali (-Guest Faculty) wli

Agenda

- (1) Course distribution
- (2) class distribution
- (3) Selection of skill oriented course (SOC)
- (4) Any other Matter.

Minutes of the meeting:-

The meeting commenced at 3.00 PM chaired by Komdarpa Nath HOD. The chairperson welcomed the members and presented the agenda for discussions. The deliberations of the meeting are as given below -

(1) Course distribution:-

The members discussed and agenda agreed on the 'distribution of course among the faculty. Specific course were assigned to each members based on their expertise.

(2) class Distribution:-

The distribution of classes was reviewed and organized to ensure that all classes are adequately covered. Time tables were adjusted to balance the teaching load among the faculty members.

(3) Selection of Skill-oriented Course (SOC)

A was decided to introduce a new skill oriented course title "Statistical Packages for data Analysis" this course aims to enhance students.

(4) Any other matters:-

Asisur Rahman raised the issue of upgrading the department's library resource. It was agreed that a list of required books and journals would be prepared and submitted to the college administration for approval.

The HOD, Komdarpa Nath, suggested organisation a seminar series featuring guest speakers from various economics sectors. the proposal was reviewed and a committee was formed to plan the events.

The meeting ended with a vote of thanks from the chair

Signature of the president

HOD  
Economics  
Habraghat Mahavidyalaya  
Krishnai



To

The Principal

Habraghat Mahavidyalaya, Kriahnai

Date: 25-06-2018

Sub: Application for permission to introduce SOCC


Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Skill Oriented Course (SOCC) on "Statistical Package for Data Analysis" from July, 2018 to December, 2018 and it will be open to all the student of our college. Interested candidates can be enroll in the course.


Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Permission Granted

  
25/06/18  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Your's faithfully

HOD   
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai

Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai



Habraghat Mahavidyalaya Krishnai  
Faculty Meeting

Department of Economics

Session - 2018/19 (Jan-July)

Date - 25/January - 2019 (Friday)

A meeting of the department of Economics, Habraghat Mahavidyalaya is held at 2.30 PM (Friday) on 25/January 2019 in the department of economics

Members present:-

- (1) Kamdarpa Nath (HOD) *seen*
- (2) Asigar Rahmon (Guest faculty) *H*
- (3) Abdul Wakil Ali (Guest faculty) *W*

Agenda of the meeting:-

- (1) Distribution of Syllabus
- (2) Introduction of new Value-added course
- (3) Plan for department seminar
- (4) Discussion on wall magazine.

The meeting is presided over by Kamdarpa Nath HOD department of economics, Habraghat Mahavidyalaya and discuss on the above mention agenda and unanimously ~~resolved~~ resolved the following.

Resolution - 1

The meeting decided that the syllabus of H.S and B.A classes are distribution as follow -

- (1) Kamdarpa Nath (HOD)
- (a) Statistics for economics (H.S 1st year)

(b) Indian economics development (H.S 2nd year)

(c) Micro economics II (B.A 2nd sem)

(d) Mathematical Application in economics (B.A 4th sem)

(e) Public Finance Economics (B.A 6th sem)

(f) Applied Statistics (B.A 6th sem)

(g) History of economics thought II (B.A 6th sem)

(2) Asigar Rahmon (Guest faculty)

(a) Macro economics II (B.A. 2nd sem)

(b) Introduction to Development Economics (B.A 6th sem)

(c) Introduction Micro economics (H.S 1st year)

(d) Planning for development: India and the Northeast (B.A 6th sem)

(3) Abdul Wakil Ali (Guest faculty)

(a) Introductory Macroeconomics (H.S 2nd year)

(b) Economics of Natural Resources and Sustainable Development (B.A 6th sem)

(c) International economics

Resolution - 2

The member of the meeting decided to introduce a new Value-added course of 30 hours duration title of the course ~~Service~~ Service Learning

Resolution No - 3

The meeting also decided to organized a department seminar by the end of the month of Jan. 2019



Resolution - No - 4

Discussion on wall magazine for the current semester is held and to be completed before the end of this semester.

The meeting ended with a vote thanks from the chairs

*Neel*  
Signature of the president

HoD  
Economics  
Habraghat Mahavidyalaya  
Krishnai

To

The Principal

Habraghat Mahavidyalaya, Kriahnai

Date: 04-12-2018

Sub: Application for permission to introduce VAC

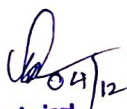
Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Value Added Course (VAC) on "Service learning" from January, 2019 to June, 2019 and it is open to all the student of our college and interested candidates can be enroll in the course.


Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Permission Granted

  
04/12/18  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Your's faithfully

HOD   
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai

Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai



Departmental Meeting  
Session 2019-20

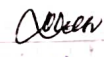


Date: 02-08-2019

Venue: Depart of Economics

A departmental meeting is held on 2nd August, 2019 at 2:30 p.m. in the department of Economics to discuss the following agenda-

- i) Distribution of syllabus
- ii) Introduction of new Skill oriented Course (SOC)
- iii) Plan for departmental seminar
- iv) Discuss on the wall magazine

Members present

1. Kandarpa Nath, HoD 
2. Azizar Rahman 
3. Abdul Wakil Ali 

The meeting presided over by Kandarpa Nath, HoD, Department of Economics, Hareghat Mahavidyalaya, Krishnit, discuss on the above agenda and unanimously resolves the following resolutions.

Resolution - 1

The meeting resolved that



The syllabus for the said session of the department as follows -

① Khandappa Nath (HoD)

- (i) Introduction Micro Economics (HS-1st year)
- (ii) Indian Economic development (HS-II-78)
- (iii) Micro Economics-I (BA 1st Sem)
- (iv) Elementary Mathematics for Economics (BA 3rd Semester)
- (v) Elements of public finance (BA 6th Semester)
- (vi) Basic Statistics (BA 5th Semester)

② Azizur Rahman

- (i) Macro Economics, (HS-1st year)
- (ii) Monetary System (BA 3rd Sem)
- (iii) Introduction to environment Economics (BA 5th Sem)
- (iv) Policy and Indian Economy

③ Abdul Wakil Ali

- ① Statistics for Economics (HS-1 year)
- ② International Trade and policy (BA 5th Semester)
- ③ History Economics thought-I (B.A. 5th Sem)

Resolution - I

The meeting also decided to organized a departmental Seminar

by the month of 02-Aug 2019

Resolution - 3

The members of the meeting decided to introduced a new Skill oriented Course of 30 hours duration, title of the course organizational behaviour.

Resolution - 4

The meeting decided to publish a Wall Magazine for the current Semester is held and to be completed before the end of this Semester.

The meeting ended with a vote of thanks from the chairperson.

*Alker*  
Signature of the  
president

HoD  
Economics  
Habraghat Mahavidyalaya  
Kishan



To

The Principal  
Habraghat Mahavidyalaya, Kriahnai  
Date: 27-06-2019

Sub: Application for permission to introduce SOCC


Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Skill Oriented Course (SOCC) on "Organizational Behaviour" from July, 2019 to December, 2019 and it will be open to all the student of our college. Interested candidates can be enroll in the course.

Therefore, I request you to allow us to introduce the said course and thus obliged.


With regards.

Your's faithfully

HOD   
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai

Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai

Habraghat Mahavidyalaya Krishnu  
Faculty Meeting  
Department of Economics  
Session - 2019/20  
Date - 22nd January - 2020 (Wednesday)

A meeting of the department of economics  
Habraghat Mahavidyalaya is held at 2.30 PM (Wednesday)  
22nd January 2020 in the department of Economics

Members present

- (1) Kamdappa Nath (HOD) *KND*
- (2) Asizao Rahman (Guest faculty) *AR*
- (3) Abdul Wakil Ali (Guest faculty) *WAKI*

Agenda of the meeting

- (1) Distribution of Syllabus
- (2) Introduction of new Value-added course (VAC)
- (3) Plan for department seminars
- (4) Discussion on wall magazine

The meeting is presided over by Kamdappa Nath (HOD) Department of Economics, Habraghat Mahavidyalaya and discuss on the above mention agenda and unanimously resolved the following.

Resolution - No-1

The meeting decided that the syllabus of HS and B.A classes are distribution as follows.

- (1) Kamdappa Nath (HOD)
  - (a) Statistics for economics (HS 1st year)
  - (b) Indian economics development - (HS 2nd year)
  - (c) Micro economics II (B.A 2nd Sem)
  - (d) Mathematical Application in economics (B.A 4th Sem)
  - (e) Public economics (B.A 6th Sem)
  - (f) Applied statistics (B.A 6th Sem)

- (2) Asizao Rahman (Guest faculty)
  - (a) Introduction Microeconomics (HS 1st year)
  - (b) Macro economics - II (B.A 2nd Sem)
  - (c) Introduction to development Economics (B.A 4th Sem)
  - (d) History of economics thought (B.A 6th Sem)
  - (e) Planning for development: India and the Northeast (B.A 6th Sem)

- (3) Abdul Wakil Ali (Guest faculty)
  - (a) Introductory Macro economics (HS 2nd year)
  - (b) Economics of Natural Resources and Sustainable Development (B.A 6th Sem)
  - (c) International economics (B.A. 6th Sem)

Resolution No 2

The members of the meeting decided to introduce a new Value-added course of 30-hours duration title of the course:- Development of Indian Economy

Resolution No-3

The meeting also decided to co-organized a ~~development~~ department seminar by the end of the month of January - 2020



Resolution No - 4

Discussion on wall magazine for the current semester is held and to be completed before the end of this semester.

The meeting ended with a vote of thanks from the chair.

*Wah*  
Signature of the president

Economics  
Habraghat Mahavidyalaya  
Krishnai

To

The Principal  
Habraghat Mahavidyalaya, Kriahnai

Date: 04-12-2019

Sub: Application for permission to introduce VAC

Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Value Added Course (VAC) on "Development of Indian Economics" from January, 2020 to June, 2020 and it is open to all the student of our college and interested candidates can be enroll in the course.

Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Your's faithfully

mod *Kandarpa*  
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai

Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai

Permission Granted

*04/12/19*  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

**Habraghat Mahavidyalaya**  
**Department of Economics**  
**Minutes of the Departmental Meeting**  
**Date: Tuesday, 4th August 2020**  
**Time: 2:30 PM**  
**Venue: Department of Economics**

**Members Present:**

1. Kandarpa Nath, Head of Department (HoD), Economics
2. Azizar Rahman, Member
3. Abdul Wakil Ali, Member

*Kandarpa Nath*

*Azizar Rahman*  
*AWA*

**Agenda:**

1. Class Distribution for the Session
2. Wall Magazine
3. Distribution of Syllabus
4. Introduction of skill-oriented course (SOC)
5. Any Other Matter

**Proceedings:**

**1. Call to Order**

The meeting was called to order at 2:00 PM by Kandarpa Nath, HoD of the Economics Department.

**2. Class Distribution for the Session**

The distribution of classes for the upcoming session was discussed. Each member was assigned specific classes based on their expertise and availability. The detailed schedule will be circulated via email by the department HOD.

**3. Distribution of Syllabus**

The syllabus for each course was distributed among the faculty members. The members agreed to review and suggest any necessary changes by the next meeting. It was emphasized that all courses should be aligned with the latest academic standards and university guidelines.



#### **4. Wall Magazine**

The concept and potential topics for the department's wall magazine were discussed. Azizar Rahman proposed that the magazine should focus on current economic issues and student contributions. It was decided that a call for articles would be issued to students, and the faculty would assist in editing and curating the content.

#### **5. SKILL-ORIENTED COURSE (SOC)**

The members of the meeting decided to introduce a skill-oriented course for the current session. A detail discussion on syllabus was held and all the members unanimously decided to introduce the paper "Quantitative Aptitude and Test of Reasoning" as SOC course. The syllabus of SOC paper was presented by Kandarpa Nath. In addition, HOD Kandarpa Nath took responsibility to pass the syllabus officially from the Principal of the college.

#### **6. Any Other Matter**

Abdul Wakil Ali raised the issue of upgrading the department's library resources. It was agreed that a list of required books and journals would be prepared and submitted to the college administration for approval.

The HoD, Kandarpa Nath, suggested organizing a seminar series featuring guest speakers from various economic sectors. The proposal was well received, and a committee was formed to plan the events.

#### **7. Conclusion and Vote of Thanks**

The meeting concluded with Kandarpa Nath thanking all members for their active participation and valuable contributions. The next meeting date will be communicated in due course.

#### **Adjournment:**

The meeting was adjourned at 3:30 PM.

#### **Recorded by:**

Abdul Wakil Ali

#### **Approved by:**

Kandarpa Nath, HoD, Department of Economics

HoD  
Economics  
Habraghat Mahavidyalaya  
Krishnai

To

The Principal  
Habraghat Mahavidyalaya, Kriahnai  
Date: 25-06-2020

Sub: Application for permission to introduce SOCC

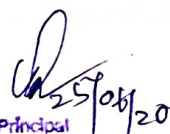
Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Skill Oriented Course (SOCC) on "Quantitative Aptitude and Test of Reasoning" from July, 2020 to December, 2020 and it will be open to all the student of our college. Interested candidates can be enrolled in the course.


Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Permission Granted




  
Principal  
Habraghat Mahavidyalaya  
Krishnai,

Your's faithfully

  
Hod  
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai  
Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai

**Habraghat Mahavidyalaya**  
**Department of Economics**  
**Minutes of the Departmental Meeting**  
**Date: Friday, 22<sup>nd</sup> January 2021**  
**Time: 2:00 PM**  
**Venue: Department of Economics**

**Members Present:**

1. Kandarpa Nath, Head of Department (HoD), Economics 
2. Azizar Rahman, Member 
3. Edrish Ali, Member 

**Agenda:**

1. Course distribution
2. Class distribution
3. Selection of value-added course
4. Remedial classes for slow learners
5. Discussion on wall magazine
6. Any other matter

**Minutes of the Meeting:**

The meeting commenced at 2:00 PM, chaired by Kandarpa Nath, HoD. The Chairperson welcomed the members and presented the agenda for discussions. The deliberations of the meeting are as given below:

**1. Course Distribution**

The distribution of courses among the faculty members was discussed. Each member was assigned courses based on their expertise and availability. The finalized course distribution will be circulated via email by the HoD.

**2. Class Distribution**

The allocation of classes for the upcoming session was planned. The schedule was created to ensure a balanced workload among the faculty. The detailed class distribution will be shared with the members for final confirmation.

### **3. Selection of Value-Added Course**

The members deliberated on various options for a value-added course to enhance students' skill sets. After thorough discussion, it was decided to introduce a course on "Money and Banking." This course aims to provide students with knowledge about the use of money and banking habits of individual.

### **4. Remedial Classes for Slow Learners**

To support slow learners, the department decided to organize remedial classes. The classes will be scheduled after regular hours, and faculty members will volunteer to conduct these sessions. A timetable for the remedial classes will be prepared and communicated to the students.

### **5. Discussion on Wall Magazine**

The concept and potential content for the department's wall magazine were discussed. Edrish Ali suggested including articles on current economic trends and student contributions. A call for articles will be issued, and faculty members will assist in editing and curating the content.

### **6. Any Other Matter**

Under any other matter, the need for upgrading the department's technological resources was raised. A list of required equipment and software will be prepared and submitted for approval. Additionally, the possibility of organizing a webinar series with guest speakers was discussed and received positively. A committee will be formed to plan these events.

### **Conclusion and Vote of Thanks**

The meeting concluded with Kandarpa Nath thanking all members for their active participation and valuable contributions. The date for the next meeting will be communicated in due course.

### **Adjournment:**

The meeting was adjourned at 3:30 PM.

### **Recorded by:**

Edrish Ali

### **Approved by:**

Kandarpa Nath, HoD, Department of Economics

HoD  
Economics  
Habraghat Mahavidyalaya  
Krishnai

To

The Principal  
Habraghat Mahavidyalaya, Kriahnai  
Date: 07-12-2020  
Sub: Application for permission to introduce VAC

Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Value Added Course (VAC) on "Money and Banking" from January, 2021 to June, 2021 and it is open to all the student of our college and interested candidates can be enroll in the course.

Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Your's faithfully

Mod *Alien*  
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai  
Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai




Permission Granted

*07/12/20*  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



**Habraghat Mahavidyalaya**  
**Department of Economics**  
**Minutes of the Departmental Meeting**  
**Date: Friday, 6th August 2021**  
**Time: 2:00 PM**  
**Venue: Department of Economics**

**Members Present:**

1. Kandarpa Nath, Head of Department (HoD), Economics 
2. Azizar Rahman, Member 
3. Edrish Ali, Member 

**Agenda:**

1. Class Distribution for the Session
2. Distribution of Syllabus
3. Wall Magazine
4. Introduction of skill-oriented course (SOC)
5. Any Other Matter

**Proceedings:**

**1. Call to Order**

The meeting was called to order at 2:00 PM by Kandarpa Nath, HoD of the Economics Department.

**2. Class Distribution for the Session**

The distribution of classes for the upcoming session was discussed. Each member was assigned specific classes based on their expertise and availability. The detailed schedule will be circulated via email by the department HOD.

**3. Distribution of Syllabus**

The syllabus for each course was distributed among the faculty members. The members agreed to review and suggest any necessary changes by the next meeting. It was emphasized that all courses should be aligned with the latest academic standards and university guidelines.

#### **4. Wall Magazine**

The concept and potential topics for the department's wall magazine were discussed. Azizar Rahman proposed that the magazine should focus on current economic issues and student contributions. It was decided that a call for articles would be issued to students, and the faculty would assist in editing and curating the content.

#### **5. SKILL-ORIENTED COURSE (SOC)**

The members of the meeting decided to introduce a skill-oriented course for the current session. A detail discussion on syllabus was held and all the members unanimously decided to introduce the paper "Analysis of Data" as SOC course. The syllabus of SOC paper was presented by Kandarpa Nath. In addition, HOD Kandarpa Nath took responsibility to pass the syllabus officially from the Principal of the college.

#### **6. Any Other Matter**

Edrish Ali raised the issue of upgrading the department's library resources. It was agreed that a list of required books and journals would be prepared and submitted to the college administration for approval.

The HoD, Kandarpa Nath, suggested organizing a seminar series featuring guest speakers from various economic sectors. The proposal was well received, and a committee was formed to plan the events.

#### **7. Conclusion and Vote of Thanks**

The meeting concluded with Kandarpa Nath thanking all members for their active participation and valuable contributions. The next meeting date will be communicated in due course.

#### **Adjournment:**

The meeting was adjourned at 3:30 PM.

#### **Recorded by:**

Edrish Ali

#### **Approved by:**

Kandarpa Nath, HoD, Department of Economics

  
HoD  
Economics  
Habraghat Mahavidyalaya  
Krishnai

To

The Principal  
Habraghat Mahavidyalaya, Kriahnai  
Date: 28-06-2021

Sub: Application for permission to introduce SOCC

Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Skill Oriented Course (SOCC) on "Analysis of Data" from July, 2021 to December, 2021 and it will be open to all the student of our college. Interested candidates can be enrolled in the course.


Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Permission Granted


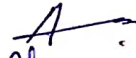

  
28/06/21  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Your's faithfully

Hod   
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai  
Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai

**Habraghat Mahavidyalaya**  
**Department of Economics**  
**Minutes of the Departmental Meeting**  
**Date: Monday, 24th January 2022**  
**Time: 2:00 PM**  
**Venue: Department of Economics**

**Members Present:**

1. Kandarpa Nath, Head of Department (HOD), Economics 
2. Azizar Rahman, Member 
3. Jugal Kumar Deka, Member 

**Agenda:**

1. Course distribution
2. Class distribution
3. Selection of value-added course
4. Special effort for H.S final year students
5. Remedial classes for slow learners
6. Any other matter

**Minutes of the Meeting:**

The meeting commenced at 1:00 PM, chaired by Kandarpa Nath, HoD. The Chairperson welcomed the members and presented the agenda for discussions. The deliberations of the meeting are as given below:

**1. Course Distribution:**

The members discussed and agreed on the distribution of courses among the faculty. Specific courses were assigned to each member based on their expertise.

**2. Class Distribution:**

The distribution of classes was reviewed and organized to ensure that all classes are adequately covered. Timetables were adjusted to balance the teaching load among the faculty members.

### **3. Selection of Value-Added Course:**

It was decided to introduce a new value-added course titled "Statistical Packages for Data Analysis". This course aims to enhance students' data analysis skills using statistical software. The responsibility of approving the syllabus of the course was taken by HOD Kandarpa Nath.

### **4. Special Effort for H.S Final Year Students:**

The department will implement additional support measures for Higher Secondary final year students to help them perform better in their exams. This includes extra classes and targeted study sessions.

### **5. Remedial Classes for Slow Learners:**

Remedial classes will be organized for students who need additional help with their studies. These classes are designed to support slow learners and improve their understanding of the subject.

The meeting concluded at 3:00 PM with a vote of thanks to all members.

### **Recorded by:**

Jugal Kumar Deka, Member, Department of Economics

### **Approved by:**



Kandarpa Nath, Head of Department, Economics

HOD  
Economics  
Habraghat Mahavidyalaya  
Krishnai



To

The Principal

Habraghat Mahavidyalaya, Kriahnai

Date: 09-12-2021

Sub: Application for permission to introduce VAC

Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Value Added Course (VAC) on "Statistical Package for Data Analysis" from January, 2022 to June, 2022 and it is open to all the student of our college and interested candidates can be enroll in the course.

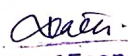
Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Your's faithfully

Permission Granted




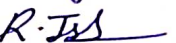
  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Hod.   
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai

Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai

**Habraghat Mahavidyalaya**  
**Department of Economics**  
**Minutes of the Departmental Meeting**  
**Date: Wednesday, 3<sup>rd</sup> August 2022**  
**Time: 2:00 PM**  
**Venue: Department of Economics**

**Members Present:**

1. Kandarpa Nath, Head of Department (HOD), Economics 
2. Azizar Rahman, Member 
3. Jugal Kumar Deka, Member 
4. Rasidul Islam, Member 

**Agenda:**

1. Course distribution
2. Class distribution
3. Selection of skill-oriented course (SOC)
4. Remedial classes for slow learners
5. Discussion on wall magazine
6. Any other matter

**Minutes of the Meeting:**

The meeting commenced at 2:00 PM, chaired by Kandarpa Nath, HoD. The Chairperson welcomed the members and presented the agenda for discussions. The deliberations of the meeting are as given below:

**1. Course Distribution:**

The meeting commenced with a discussion on the distribution of courses among the faculty members. It was decided that the existing distribution would be reviewed, and any necessary adjustments would be made to ensure an equitable workload.

Action: The HOD will prepare a revised course distribution plan and circulate it among the members for feedback.

## **2. Class Distribution:**

The distribution of classes was also discussed to ensure that all members have a balanced teaching schedule. All members will submit their preferred teaching schedules to the HOD, who will then finalize the class distribution.

## **3. Selection of Value-Added Course:**

The need for a skill-oriented course (SOC) to enhance the skills of students was highlighted. Various options were discussed, and it was agreed that a course on "Multilevel Marketing" would be beneficial.

Action: Jugal Kumar Deka will prepare a syllabus for the paper "Multilevel Marketing" and get it approved by authority of the college and syllabus committee.

## **4. Remedial Classes for Slow Learners:**

The members discussed the implementation of remedial classes for students who are struggling. It was decided that these classes would be scheduled outside regular hours.

Action: Azizar Rahman and Rasidul Islam will identify the students in need and develop a remedial class timetable.

## **5. Discussion on Wall Magazine:**

The wall magazine was acknowledged as an important tool for student engagement and creativity. Members proposed themes and discussed the editorial responsibilities.

Action: Kandarpa Nath will oversee the wall magazine, with contributions from all members on a rotational basis.

## **6. Any Other Matter:**

No additional matters were raised during the meeting.

The meeting concluded at 3:00 PM with a vote of thanks to all members.

## **Recorded by:**

Jugal Kumar Deka, Member, Department of Economics

## **Approved by:**

Kandarpa Nath, Head of Department, Economics

HOD  
Economics  
Habraghat Mahavidyalaya  
Krishnai

To

The Principal  
Habraghat Mahavidyalaya, Kriahnai  
Date: 29-06-2022

Sub: Application for permission to introduce SOCC

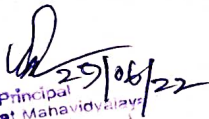
Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Skill Oriented Course (SOCC) on "Multi Level Marketing" from July, 2022 to December, 2022 and it will be open to all the student of our college. Interested candidates can be enrolled in the course.

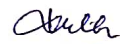
Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Your's faithfully

  
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai  
Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai



**Habraghat Mahavidyalaya**  
**Department of Economics**  
**Minutes of the Departmental Meeting**  
**Date: Wednesday, 25<sup>th</sup> January 2023**  
**Time: 2:00 PM**  
**Venue: Department of Economics**

**Members Present:**

1. Kandarpa Nath, Head of Department (HOD), Economics *Oben*
2. Azizar Rahman, Member *A*
3. Jugal Kumar Deka, Member *Qu*

**Agenda:**

1. Course distribution
2. Class distribution
3. Weekly updates
4. Activities for the semester
5. Selection of value-added course

**Minutes of the Meeting:**

The departmental meeting of the Economics Department at Habraghat Mahavidyalaya commenced at 2:00 PM on Wednesday, 25th January 2023. The meeting was chaired by Kandarpa Nath, Head of the Department (HoD) of Economics. The Chairperson welcomed the members and presented the agenda for discussion.

**1. Course Distribution:**

Kandarpa Nath initiated the discussion on the distribution of courses among the faculty members. He emphasized the importance of a balanced distribution to ensure effective teaching and learning. Each member was assigned courses based on their expertise and workload capacity. Azizar Rahman and Jugal Kumar Deka agreed to the proposed distribution, which was then finalized.

## **2. Class Distribution:**

The allocation of classes was the next item on the agenda. A draft timetable was presented by Kandarpa Nath, detailing the proposed schedule for the semester. Adjustments were made to accommodate faculty availability and preferences, ensuring no scheduling conflicts. The revised timetable was approved by all members.

## **3. Weekly Updates:**

The necessity of weekly updates was discussed to ensure smooth coordination and timely progress on various departmental activities. It was agreed that each faculty member would provide a brief update on their classes and any issues they encounter during weekly meetings. This would facilitate prompt resolution of problems and continuous improvement in teaching.

## **4. Activities for the Semester:**

The planning of activities for the semester was discussed. Jugal Kumar Deka suggested organizing seminars and workshops to enhance student engagement and learning. Azizar Rahman proposed collaborating with other departments for interdisciplinary events. The members agreed on the importance of these activities and decided to develop a detailed plan for implementation.

## **5. Selection of value-added course**

A new value-added course titled "Organizational Behaviour" was decided to be introduced. This course aims to enhance students' understanding of organizational behavior and management. HOD Kandarpa Nath took on the responsibility of obtaining approval for the course syllabus.

The meeting concluded at 3:30 PM with Kandarpa Nath thanking all members for their active participation and valuable contributions.

### **Recorded by:**

Kandarpa Nath



Head of Department, Economics

Habraghat Mahavidyalaya

HoD  
Economics  
Habraghat Mahavidyalaya  
Krishnai

To

The Principal

Habraghat Mahavidyalaya, Kriahnai

Date: 16-12-2022

Sub: Application for permission to introduce VAC

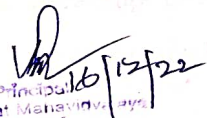
Sir,

With reference to the subject cited I have the honour to inform you that we, the department of Economics, Habraghat Mahavidyalaya, Krishnai, would like to introduce a thirty hour duration Value Added Course (VAC) on "Organization Behaviour" from January, 2023 to June, 2023 and it is open to all the students of our college and interested candidates can be enroll in the course.


Therefore, I request you to allow us to introduce the said course and thus obliged.

With regards.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya,  
Kriahnai.

Your's faithfully

  
HOD  
Deptt. of Economics  
Habraghat Mahavidyalaya, Krishnai  
Kandarpa Nath, HoD  
Economics  
Habraghat Mahavidyalaya, Krishnai



5066 - 18 July

## Staff Meeting

Department of Education

Date: 02/08/2018

Venue: Department of Education

### Agenda:

1. Discussion on the introduction of Skill-oriented Course for the Session 2018-19
2. Discussion on departmental activities for the Session - 2018-19
3. Others.

### Signature of Faculty Members:

1. Upesh Chakrabarty
2. Ishan Ch. Bhuyan
3. Akbar Ali Ahmed

The meeting presided over by Sri. Upesh Chakrabarty, HOD, Department of Education, Habraaghat Mahavidyalaya, discusses on the above agenda. After, Threadbare discussion, the meeting resolves the following resolutions unanimously.

### Resolution No:

As per notification of the Principal, Habraaghat Mahavidyalaya, Kishnai relating Skill-Oriented Certificate Course, the meeting discusses on the same and resolves to introduce a Skill-Oriented Certificate Course on "COMMUNICATION SKILL" for the academic Year-2018-19 (w.e.f. July to December, 2018), by the Department of Education.

For this purpose the HOD, Education is entrusted the responsibility of taking necessary

Permission from the Principal, Admission, Classes, Examination, issue of Certificate etc.

### Resolution No:

The meeting discusses on the departmental activities such as Preparation of Class Routine, distribution of Syllabus/Teaching Plan and other activities of the department for the Session - 2018-19 and to resolve to take active part of the faculty members in every activity as and when required.

The meeting winds up with vote of Thanks from the Chair.

Upesh Chakrabarty  
HOD, Education  
Habraaghat Mahavidyalaya  
Kishnai  
HOD  
Department of Education  
Habraaghat Mahavidyalaya



To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 2<sup>nd</sup> August, 2018

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of Education.

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 2<sup>nd</sup> August 2018, to introduce a Skill Oriented Certificate Course (SOCC) on Communication Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HoD, Education

Habraghat Mahavidyalaya, Krishnai

HOD  
Department of Education  
Habraghat Mahavidyalaya

VAC, 2019  
January

Staff Meeting  
Department of Education  
Habraghat Mahavidyalaya

Date: 21/01/2019

Venue: Department of Education

Agenda:

1. Discussion on the departmental activity of the Session (I Semester) 2018-19.
2. Discussion on the introduction of Value-Added Courses in the department of Education for the year, 2019
3. Others.

Signature of the Faculty Members:

1. Upesh Chakrabarty
2. Mohan Bhuyan
3. Akbar Ali Ahmed

The meeting presided over by Sri. Upesh Chakrabarty, the HOD, Department of Education Habraghat Mahavidyalaya, discusses on the above agenda and unanimously resolves the following resolutions.

Resolution No: 1

The meeting discusses on the depart-

mental activities such as preparation of Class routine, distribution of courses and classes, organization of group discussion, Seminar, workshop etc for the even-Semester, 2019.

Resolution No: 2

The meeting discusses on the introduction of Value-Added Course by the department and resolves to introduce unanimously, a 'Value-Added Course' named as "PREPARATION OF PROJECTWORK" w.e.f. January to June, 2019, in response to the notification from the office of the Principal for introduction of Value-Added Courses in each department.

Resolution No: 3

The meeting resolves that Mr. Akbar Ali Ahmed, to be appointed as Nodal officer, be entrusted with the responsibility to communicate with the Principal for permission, and to do all the relevant activities for successful completion of the course.

The meeting ends with vote of Thanks from the Chair.

Upesh Chakrabarty  
HOD, Education  
Habraghat Mahavidyalaya  
Department of Education  
Habraghat Mahavidyalaya

To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 21<sup>st</sup> January, 2019

Sub: Prayer for permission to introduce Value Added Course (VAC) in Department of Education.

Sir,

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting Dated the 21<sup>st</sup> January, 2019, to introduce a Value Added Course (VAC) on **Preparation of Project Work**, a 30 hours course in Even Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HoD, Education

Habraghat Mahavidyalaya, Krishnai

HoD  
Department of Education  
Habraghat Mahavidyalaya

HoD, Education

Habraghat Mahavidyalaya



Departmental Meeting  
Department of Education

Date: 01/08/2019

Venue: Departmental office

Agenda:

1. Discussion on departmental activities for the session 2019-20
2. Discussion on Skill-Oriented Course for the term July to Dec, 2019
3. Others

Signature of the Faculty:

1. Upesh Chakrabarty
2. Mohan Bhuyan
3. Anwar Ali Khan

The meeting presided over by Sri Upesh Chakrabarty, HOD, Education, Habraghat Mahavidyalaya, Krishnagar, discussed on the above agenda. After the above discussion, the meeting unanimously resolve as below.

Resolution No: 1

The meeting resolves to prepare the Class Routine, distribute the classes among the faculties, and to distribute the Courses as well as to start classes as soon as possible and to organize various departmental activities.

Resolution No: 2

The meeting resolves to -

Introduce the SOCC for the term July to December, 2019, on "TEACHING METHODOLOGY" and to communicate with the Principals immediately.

For this purpose Sri Anwar Ali Khan is appointed as "Course Coordinator" and he entrusted with the responsibility for the successful completion of the course.

The meeting ends with vote of thanks from the Chair.

Upesh Chakrabarty

HOD,

Department of Education

HOD  
Department of Education  
Habraghat Mahavidyalaya



To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 1<sup>st</sup> August, 2019

**Sub:** Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of Education.

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1st August 2019, to introduce a Skill Oriented Certificate Course (SOCC) on **Teaching Methodology**, a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



HoD, Education

Habraghat Mahavidyalaya, Krishnai

HOD  
Department of Education  
Habraghat Mahavidyalaya

Staff Meeting  
Department of Education  
Date: 22/01/2020  
Venue: Departmental office

Agenda:

1. Discussion on departmental activities for the even Sem-2020
2. Discussion on introduction of 'VAC' for the even Sem-2020
3. Others

Signature of the Faculty Members:

1. Upesh Chakrabarti
2. Mohan Bheeyan
3. Akbar Ali Ahmed

The meeting presided over by Sri. Upesh Chakrabarti, HOD, Education, discusses on the above agenda and resolves, unanimously, the following Resolutions.

Reslt. No: 1

The meeting resolves to do the needful for the implementation of departmental activities for the even Sem-2020.

Reslt. NO: 2

The meeting resolves to introduce a Value-Added Course (VAC) on the Course - "YOGA IN STRESS MANAGEMENT" for the term January to June, 2020, (Even Sem).

Reslt. No: 3

The meeting resolves to appoint Sri. Akbar Ali Ahmed, as course-coordinator and be entrusted with the responsibility for successful completion of the course.

The meeting ends with vote of thanks from the chairperson.

Upesh Chakrabarti  
HOD.

Department of Education.

To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 22<sup>nd</sup> January, 2020

Sub: Prayer for permission to introduce Value Added Course (VAC) in Department of Education.

Sir,

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting Dated the 22<sup>nd</sup> January, 2020, to introduce a Value Added Course (VAC) on Yoga in Stress Management, a 30 hours course in Even Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HoD, Education

Habraghat Mahavidyalaya, Krishnai

HOD  
Department of Education  
Habraghat Mahavidyalaya



Staff Meeting  
Department of Education  
Habraghat Mahavidyalaya.

Date: 02/09/2020

Venue: Department of Education

Agenda:

1. Discussion on departmental activities for the session July to Dec, 2020 (Covid-19 Pandemic Period).
2. Introduction of SOCC for the session 2020.
3. Other.

The Virtual meeting presided over by Sri. Upesh Chakrabarty, HOD, Education, Habraghat Mahavidyalaya, Krishnai discusses on the above agenda considering the Covid-19 Pandemic situation and to take resolves the following resolution unanimously.

Resolution No: 1-

The meeting resolves to take necessary steps for completion of course for the Sem- 2020, both in offline and online mode considering the Covid-19 endemic situation.

Resolution No: 2

The meeting resolves to introduce SOCC course on "Basic Computer Literacy".

for the odd Sem, 2020.

Further the meeting resolves to appoint Sri. Akhbar Ali Ahmed as course co-ordinator and be entrusted with the responsibility for the successful completion of the course considering the Covid-19 situation, by 31st Dec, 2020.

The meeting ends with vote of Thanks from the chair.

Upesh Chakrabarty

HOD,

Department of Education  
Habraghat Mahavidyalaya

HOD  
Department of Education  
Habraghat Mahavidyalaya



To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 2<sup>nd</sup> September, 2020

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of Education.

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 2<sup>nd</sup> September 2020, to introduce a Skill Oriented Certificate Course (SOCC) on Basic Computer Literacy, a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HoD, Education

Habraghat Mahavidyalaya, Krishnai

HOD  
Department of Education  
Habraghat Mahavidyalaya

Staff Meeting  
Department of Education  
Date: 21/01/2021  
Venue: Departmental Common Room

- Agenda:
1. Discussion on departmental activities considering Covid-19 situation.
  2. Discussion on introduction of 'VAC' for the term January to June, 2021

- Signature:
1. Mohan Ch. Bhuyan
  2. Abdul Kadir
  3. Akbar Ali Ahmed
  - 4.

The meeting presided over by Sri Mohan Ch. Bhuyan, HOD, Education, Habraghat Mahavidyalaya, Kichmai, discusses on the above agenda and unanimously resolves as follows -

Res. No: 1

The meeting resolves to take the classes both in offline and online mode and to complete the course as early as possible keeping in mind the Covid-19 pandemic situation.

Res. No: 2

The meeting resolves to

introduce a Value-Added Course on "WOMEN RIGHTS: EDUCATION ADD LAW" by the Department of Education for the Even Sem-2021

Again the meeting resolves to appoint Sri Akbar Ali Ahmed as course coordinator and be entrusted with the responsibility.

The meeting ends with vote of thanks from the Chair.

Mohan Ch. Bhuyan  
HOD, Education  
Habraghat Mahavidyalaya,

HOD  
Department of Education  
Habraghat Mahavidyalaya

To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 21<sup>st</sup> January, 2021

Sub: Prayer for permission to introduce Value Added Course (VAC) in Department of Education.

Sir,

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting dated the 21<sup>st</sup> January, 2021, to introduce a Value Added Course (VAC) on **Women Rights: Education and Law**, a 30 hours course in Even Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

*Permission Granted*

*[Signature]*  
21/1/21  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

*Mohan Bhuyar*

HoD, Education

Habraghat Mahavidyalaya, Krishnai

HOD  
Department of Education  
Habraghat Mahavidyalaya



Staff Meeting  
Department of Education  
Date: 2/8/2021  
Venue: Department of Education

Agenda:

1. Discussion on Departmental activities
2. Discussion on introduction of Skill-Oriented Course
3. Others.

Signature of the Staff:

1. Mohan Bhuyan
2. Akbar Ali Ahmed
3. Abdul Rakib

The meeting presided over by Sri Mohan Bhuyan, HOD, Education, discusses on the above agenda and resolves unanimously as follows—

Resol. No: 1

The meeting resolve to conduct the various departmental activities as well as the activities for NAAC Preparation.

Resol. No: 2

The meeting resolves to introduce a Skill-Oriented Certificate Course (SOCC) as "TEACHING METHODOLOGY" for the Odd Sem- 2021 to be completed by December 2021

For this purpose in view, the meeting resolves to hand over the charge of course-coordinator of the SOCC, and be entrusted with the responsibility for completion of the course.

The meeting winds up with valuable suggestions and vote of thanks from the Chair.

Mohan Bhuyan  
HOD, Education  
Habrighat Mahavidyalaya  
HOD  
Department of Education  
Habrighat Mahavidyalaya



To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 2<sup>nd</sup> August, 2021

**Sub:** Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of Education.

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 2<sup>nd</sup> August 2021, to introduce a Skill Oriented Certificate Course (SOCC) on **Teaching Methodology**, a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



HoD, Education

Habraghat Mahavidyalaya, Krishnai

HOD  
Department of Education  
Habraghat Mahavidyalaya

Staff Meeting  
Department of Education  
Date: 24/01/2022

Agenda:

1. Discussion on departmental Activities for the even Sem, 2022
2. Discussion on introduction of VAC for even Sem - 2022
3. Others

Signatures:

1. Mohan Bhuyan
2. Akbar Ali Ahmed
3. Abdul Rahim

The meeting presided over by Sri-  
Mohan Bhuyan, HOD, Education, Habraghat  
Mahavidyalaya, Jharkhand, discusses on the  
above agenda and resolves unani-  
mously as follows—

Resol. No: 1

The meeting resolves to do the  
departmental activities along with  
activities required for NAAC meeting

Resol. No: 2

The meeting discusses on

the introduction of Value-Added Course  
for the even Sem-2022 by the Education  
Department and resolves to introduce  
the same on "Preparation of Project  
Work" for the even Sem-2022.

The meeting ends with vote of  
thanks from the Chair.

Mohan Bhuyan  
HOD, Education,

HOD  
Department of Education  
Habraghat Mahavidyalaya

To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 24<sup>th</sup> January, 2022

**Sub:** Prayer for permission to introduce Value Added Course (VAC) in Department of Education.

Sir,

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting dated the 24<sup>th</sup> January, 2022, to introduce a Value Added Course (VAC) on **Preparation of Project Work**, a 30 hours course in Even Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

*Permission Granted*

*24/01/22*  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

*Mohan Bhuyan*  
HoD, Education

Habraghat Mahavidyalaya, Krishnai  
HOD  
Department of Education  
Habraghat Mahavidyalaya



Staff Meeting  
Department of Education

Date: 01/08/2022

Venue: Departmental Office

Agenda:

1. Discussion on departmental activities for the Odd-Sem, 2022.
2. Discussion on Introduction of Skill-Oriented Certificate Course by the Dept. of Education for the Odd-Sem, 2022.
3. Others.

Signature:

1. Dr. Akbar Ali Ahmed

2. Abdul Kadir

3. Galib Hussain

The meeting presided over by Dr. Akbar Ali Ahmed, HOD, Department of Education, Habraghat Mahavidyalaya Krichnai, discussed on the above agenda and unanimously resolves the following resolutions —

Resolution No: 1

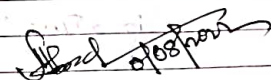
The meeting resolves to do the departmental general activities such as

Preparation of Class routine, Distribution of Classes and Syllabus and the NAAC related activities.

Resolution No: 2

The meeting resolves to introduce a Skill-Oriented Course (SOCC) on "RESEARCH METHODOLOGY" for the Odd-Sem-2022 and to take necessary steps immediately for successful completion of the SOCC.

The meeting ends with vote of thanks from the Chair.

  
HOD, Education  
Habraghat Mahavidyalaya  
Krichnai

HOD  
Department of Education  
Habraghat Mahavidyalaya

To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 1<sup>st</sup> August, 2022

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of Education.

With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1<sup>st</sup> August 2022, to introduce a Skill Oriented Certificate Course (SOCC) on **Research Methodology**, a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HoD, Education

Habraghat Mahavidyalaya, Krishnai

HOD  
Department of Education  
Habraghat Mahavidyalaya

Received at the office of the Principal  
D. Inf. No. 108/22



Staff Meeting  
Department of Education

Date: 22/01/2023

Venue: Department of Education

Agenda:

1. Discussion on the departmental activities for the even-semester-2023
2. Discussion on the introduction of Value-Added Course for the even-semester, 2023
3. Other

Signature:

1. Dr. Akbar Ali Khan
2. Abdul Rahim
3. Galib Hussain

The meeting presided over by Dr. Akbar Ali Khan, HOD, Education, Habraghat Mahavidyalaya, Kishanai discusses on the above agenda and unanimously resolves the following resolutions—

Resolution No: 1

The meeting resolves to take necessary steps for doing the departmental

activities such as Class Routine, Class distribution, Course distribution, Preparation of teaching plan, and start of class immediately so as to complete the course effectively within stipulated time.

Resolution No: 2

The meeting discusses on the Value-Added Course and resolves to introduce a Value-Added course on "Preparation of Project work" for the even-semester, 2023 and resolves to complete the course within stipulated time schedule maintaining proper Records.

The meeting ends with vote of thanks from Chair inviting all the faculties to cooperate whole heartedly.

22/01/2023  
HOD, Education  
Habraghat Mahavidyalaya  
Kishanai  
HOD  
Department of Education  
Habraghat Mahavidyalaya



To,

The Principal

Habraghat Mahavidyalaya, Krishnai

Dated the 23<sup>rd</sup> January, 2023

Sub: Prayer for permission to introduce Value Added Course (VAC) in Department of Education.

Sir,

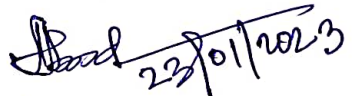
With reference to the subject cited above, I have the honour to state that, the Department of Education has resolved Vide Resolution No. 2 of the Departmental Meeting dated the 23<sup>rd</sup> January, 2023, to introduce a Value Added Course (VAC) on Preparation of Project Work, a 30 hours course in Even Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
23/01/23  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
23/01/2023  
Mr. Akbar Ali Ahmed  
HoD, Education

Habraghat Mahavidyalaya, Krishnai  
HOD  
Department of Education  
Habraghat Mahavidyalaya

## Departmental Meeting

Department of English

Date: 05/08/2018

A departmental meeting was held in the department in the presence of the following faculties.

1. Sikder Hanif Uddin Ahmed *Sikder Ahmed*
2. Nirakar Dash *Nirakar Dash*
3. Rofiqul Islam *Rofiqul Islam*

### Agenda:

1. Distribution of classes
2. Distribution of syllabus
3. Departmental seminar
4. Introduction of SOCC
5. Regarding community activities
6. Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distributed among the faculty members.
2. The syllabus is distributed and a unit and lesson plan will be prepared within the week.
3. A departmental workshop on "Rape of the Lock as an 18<sup>th</sup> century Satire" will be organized on 24/08/2018 for the betterment of the students.
4. Following the instruction given by the principal, it is decided that the department will introduce a Skill Oriented Certificate Course in this session. The course will start on 23/08/2018. The name of the course is "Effective Communication Skills". The syllabus will be finalized within the week.
5. The department will initiate a cleanliness drive in the month of November. The faculties will meet again if and when required.

*Sikder Ahmed*  
HoD

Head of the Department  
Department of English  
Habraghat Mahavidyalaya, Krishnagar

To

11/08/2018

The Principal of Habraghat Mahavidyalaya  
Krishnai, Goalpara-783126

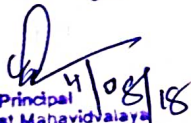
Sub: Application for Permission for introduction of SOCC

Sir,

With due respect, we, the Department of English beg to state that we want to introduce a Skill Oriented Certificate Course on "Effective Communication Skills" from 23/08/2018 to the students from different fields.

Therefore, we request you kindly to grant our application and provide us with the permission for the same and thus oblige

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



Yours faithfully

Sikder Hanif Uddin Ahmed  
Associate Professor and Head  
Department of English  
Habraghat Mahavidyalaya



**Departmental Meeting  
Department of English  
Date:10/01/2019**

A departmental meeting was held in the department in the presence of the following faculties.

1. Sikder Hanif Uddin Ahmed *Sikder Ahmed*
2. Nirakar Dash *Nirakar Dash*
3. Rofiqul Islam *Rofiqul Islam*

**Agenda:**

1. Distribution of classes
2. Distribution of syllabus
3. Departmental seminar
4. Introduction of VAC
5. Regarding community activities
6. Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distributed among the faculty members.
2. The syllabus is distributed and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of April.
4. Following the instruction given by the principal, it is decided that the department will introduce a Value Added Course in this session. The course is selected as "Myths in Literature". The syllable has been prepared. The course will be commenced from 18/01/2019. The HoD will make the necessary arrangements for the course.
5. The department will plan an awareness on senility care in Paikan in the last week of January.

*Sikder Ahmed*

HoD

Head of the Department  
Department of English  
Maharaja Mahavidyalaya, Krishnal

To

10/01/2019

The Principal of Habraghat Mahavidyalaya  
Krishnai, Goalpara-783126

Sub: Application for Permission for introduction of VAC

Sir,

With due respect, we, the Department of English beg to state that we want to introduce a Value Added Course on "Myths in Literature" from 18/01/2019.

Therefore, we request you kindly to grant our application and thus oblige.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



Yours faithfully

Sikder Hanif Uddin Ahmed  
Associate Professor and Head  
Department of English  
Habraghat Mahavidyalaya

## Departmental Meeting

### Department of English

Date: 05/08/2019

A departmental meeting was held in the department in the presence of the following faculties.

1. Sikder Hanif Uddin Ahmed *Sikder Ahmed*
2. Nirakar Dash *Nirakar Dash*
3. Rofiqul Islam *Rofiqul Islam*

#### Agenda:

1. Distribution of classes
2. Distribution of syllabus
3. Departmental seminar
4. Introduction of SOCC
5. Regarding community activities
6. Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distributed among the faculty members.
2. The syllabus is distributed and a unit and lesson plan will be prepared within the week.
3. A departmental workshop on "Importance of Learning English" will be organized in the month of October.
4. Following the instruction given by the principal, it is decided that the department will introduce a Skill Oriented Certificate Course in this session. The course will start on 26/08/2019. The name of the course is "Creative Writing". The syllabus will be finalized within the week.
5. The department will organize an awareness campaign on women empowerment with the help of other students in the month of September.

*Sikder Ahmed*  
HoD  
Head of the Department  
Department of English  
Habraghata Mahavidyalaya, Krishnagar



To

19/08/2019

The Principal of Habraghat Mahavidyalaya  
Krishnai, Goalpara-783126

Sub: Application for Permission for introduction of SOCC

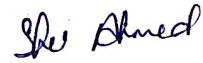
Sir,

With due respect, we, the Department of English beg to state that we want to introduce a Skill Oriented Certificate Course on "Creative Writing" from 26/08/2019 to develop their writing skill.

Therefore, we request you kindly to grant our application and provide us with the permission for the same and thus oblige.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



Yours faithfully

Sikder Hanif Uddin Ahmed  
Associate Professor and Head  
Department of English  
Habraghat Mahavidyalaya

**Departmental Meeting**  
**Department of English**  
**Date: 22/01/2020**

A departmental meeting was held in the department in the presence of the following faculties.

1. Nirakar Dash *Nirakar Dash*
2. Rofiqul Islam *Rofiqul Islam*
3. Sikder Hanif Uddin Ahmed (Retd.) *Sh. Ahmed*

**Agenda:**

1. Distribution of classes
2. Distribution of syllabus
3. Departmental seminar
4. Introduction of VAC
5. Regarding community activities
6. Any other.

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distributed among the faculty members.
2. The syllabus is distributed and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of April.
4. Following the instruction given by the principal, it is decided that the department will introduce a Value Added Course in this session. The course is selected as "Language and Linguistics". The syllabus has been prepared. The course will be commenced from 03/02/2020. The HoD will make the necessary arrangements for the course.
5. The department will plan an awareness programme on witch hunting in the first week of February

*Nirakar Dash*  
HoD  
Head of the Department  
Department of English  
Habraghat Mahavidyalaya, Krishnai

To

27/01/2020

The Principal of Habraghat Mahavidyalaya  
Krishnai, Goalpara-783126

Sub: Application for Permission for introduction of VAC

Sir,

With due respect, we, the Department of English beg to state that we want to introduce a Value Added Course on "Language and Linguistics" from 03/02/2020 in order to develop the students' grip on the English language.

Therefore, we request you kindly to grant our application and provide us with the permission for the same.

*Permission Granted*

*27/01/20*  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

*Nirakar Dash*  
Yours faithfully

Nirakar Dash

Associate Professor and Head  
Department of English  
Habraghat Mahavidyalaya



**Departmental Meeting**  
**Department of English**  
**Habraghat Mahavidyalaya**  
**Date: 02/08/2020**

A departmental meeting was held on 02/08/2020 at 2.30 pm in Google meet.

**Members Present:**

1. Nirakar Dash, Associate Professor and HoD *Nirakar Dash*
2. Rofiqul Islam, Assistant Professor (guest faculty) *Rofiqul Islam*

The agendas of the meeting are

1. Distribution of syllabus
2. Introduction of VAC/SOCC
3. Discussion on wall magazine
4. Discussion on departmental seminar and quiz
5. Discussion on field trip
6. Discussion on community centric activities

Keeping in view with the agenda, the meeting proceeded with discussions to arrive at certain resolutions in this COVID struck time.

Resolution no 1: The syllabus was distributed among the faculty members and it was decided that by the faculty members will take the classes online as per the schedule prepared by the college authority and will complete the syllabus by November.

Resolution no 2: The faculties decided on starting a Skill Oriented Certificate Course in the department. The topic for the course was tentatively selected as

To

19/08/2020

The Principal of Habraghat Mahavidyalaya  
Krishnai, Goalpara-783126

Sub: Application for Permission for introduction of SOCC

Sir,

With due respect, we, the Department of English beg to state that we want to introduce a Skill Oriented Certificate Course on "Business English" from 25/08/2020.

Therefore, we request you kindly to grant our application and provide us with the permission for the same.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.  
19/08/20

Nirakar Dash  
Yours faithfully  
Nirakar Dash  
Associate Professor and Head  
Department of English  
Habraghat Mahavidyalaya

Departmental Meeting  
Department of English  
HabraghatMahavidyalaya  
Date:11/01/2021

A departmental meeting was held on 11/01/2021 at 7.30 pm in Google meet.

Members Present:

1. Nirakar Dash, Associate Professor and HoD
2. Rofiqul Islam, Assistant Professor (guest faculty) *Rofiqul Islam*

The agendas of the meeting are

1. Distribution of syllabus
2. Introduction of VAC/SOCC
3. Discussion on wall magazine
4. Discussion on departmental seminar and quiz
5. Discussion on field trip
6. Discussion on community centric activities

Keeping in view with the agenda, the meeting proceeded with discussions to arrive at certain resolutions.

Resolution no 1: The syllabus was distributed among the faculty members and it was decided that by the faculty members will take the classes and complete the syllabus by the end of April

Resolution no 2: The faculties decided that a Value Added Course will be started in the department. The topic for the course was selected as "Review of Poetry". The course will be introduced on 25/01/2021.

Resolution no 3: It was decided that a wall magazine will be made for the department with the help of the students of the department.

Resolution no 4: The faculty members decided that there will be at least one quiz and one seminar organized by the department for the academic development of the students of the department.

Resolution no 5: It is decided that the students will be taken to a field trip tentatively in the month of March.

Resolution no 6: The faculty members have decided that there will be a demonstration as well as awareness programme on COVID-19 organized by the department on occasion of Netaji Subhash Chandra Bose's birthday on 23.01.2021.

It was further discussed that there will be another meeting, if necessary, regarding any resolution that is taken in today's meeting.

*Nirakar Dash*

HoD

Department of English

HabraghatMahavidyalaya

Head of the Department  
Department of English  
Habraghat Mahavidyalaya  
Kishoreganj, Bangladesh



To

18/01/2021

The Principal of Habraghat Mahavidyalaya  
Krishnai, Goalpara-783126

Sub: Application for Permission for introduction of VAC

Sir,

With due respect, we, the Department of English beg to state that we want to introduce a Value Added Course on "Review of Poetry" from 25/01/2021.

Therefore, we request you kindly to grant our application and provide us with the permission for the same.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.  
01/21

Nirakar Dash  
Yours faithfully

Nirakar Dash  
Associate Professor and Head  
Department of English  
Habraghat Mahavidyalaya

## Departmental Meeting

Date: 03/08/2021

time: 12.00pm

A departmental meeting is held on 03/08/2021 to discuss the following:

1. Syllabus distribution
2. Routine distribution
3. Introduction of SOCC
4. Departmental activities

Faculties present:

1. Nirakar Dash *Nirakar Dash*
2. Bhumika Devi *Bhumika*
3. Rofiqul Islam *Rofiqul Islam*

After a detailed discussion, the following resolutions are taken:

1. The syllabus of all the semester is distributed equally among the faculties.
2. The classes are distributed equally among the faculties.
3. Following the order given by the Principal, the department decided to start a Skill Oriented Certificate Course on "Grammar and Its Usage". The course will be started from 13/09/2021. The syllabus has been prepared and has been sent to the authority for approval.
4. A departmental seminar will be organized in the month of October.

The meeting ended with vote of thanks delivered by the HoD

*Nirakar Dash*  
Head of the Department  
Department of English  
H.B. Jyoti Mahavidyalaya, Krishnal

To

01/09/2021

The Principal, Habraghat Mahavidyalaya


Sub: Application for permission to start a Skill Oriented Certificate Course

Sir,

With due respect I would like to inform you that the department of English wishes to start a Skill Oriented Certificate Course on "Grammar and Its Usage" from 13/09/2021. The department has allotted 2 classes per week for the said course which will be conducted without hampering the existing class schedule.

Therefore, I request you to kindly consider my plea and give me permission for the same and allow the department faculties to proceed with the course from the said date.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Nirakar Dash

Yours faithfully

Nirakar Dash

HoD, English



## Departmental Meeting

Date: 02/02/2022

Time: 9.00 am

A departmental was held on 02/02/2022 at 9 am with the following faculties:

1. Bhumika Devi *Bhumika*
2. Rofiquel Islam *Rofiquel Islam*
3. Sima Das *SD*

### Agenda:

1. Syllabus and class distribution
2. Introduction of VAC
3. Regarding departmental activities

After a detailed discussion, the following resolutions are taken:

1. The syllabus and the classes have been distributed equally among the faculties. The Unit plan and Lesson plan will be prepared within the week.
2. Following the order of the Principal, the department decided to introduce a Value Added Course on "English Language and its Relation to Other Branches of Studies". The course will be starting on 10/02/2022. The syllabus has been prepared and sent to the authority for approval. The HoD will proceed with the necessary steps required in the introduction of the course.
3. A departmental seminar will be organized in the month of April.

The meeting ends with vote of thanks from the HoD.

*Bhumika*  
Head of the Department  
Department of English  
Haldighati Mahavidyalaya, B. B. Nagar

Haldighati Mahavidyalaya, B. B. Nagar

To

01/02/2022

The Principal, Habraghat Mahavidyalaya

Sub: Application for permission to start a Value Added Course

Sir,

With due respect I would like to inform you that the department of English wishes to start a Value Added Course on "English Language and its Relation with Other Branches of Studies" from 10/02/2022. The department has allotted 2 classes per week for the said course which will be conducted without hampering the existing class schedule.

Therefore, I request you to kindly consider my plea and give me permission for the same and allow the department faculties to proceed with the course from the said date.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



Yours faithfully

Bhumika Devi

HoD, English

## Departmental meeting

Date: 03/09/2022

Time - 1:00 - 2:00 PM

A departmental meeting is held on 03/09/2022 at 1:00 pm in the department.

Faculties present:

1. Bhuvanika Devi
2. Bistupam Pathak
3. Anurag Boro.

The agendas to be discussed:

1. Discussion regarding routine
2. Discussion regarding syllabus
3. Others.
4. Introduction of SOCC.

Keeping in view with the agenda, the meeting proceeded at the following conclusions:

1. The routine is prepared and the classes are distributed among the faculties equally.
2. The syllabus is distributed among the faculties and it is decided that the syllabus will be completed by the end of December.

3. A seminar will be organised in the month of November.

It is decided that there will be another meeting if necessary regarding the resolutions taken today.

4. It is decided that the department will introduce a SKH Oriented Certificate Course in Devi this session. The course is decided to be 'Standard English Language' and will be started from 06/09/2022.

03/09/2022  
Head of the Department  
Department of English  
Bistupam Pathak, Anurag Boro, Bhuvanika Devi



25/08/2022

To

The Principal, Habraghat Mahavidyalaya


Sub: Application for permission to start a Skill Oriented Certificate Course


Sir,

With due respect I would like to inform you that the department of English wishes to start a Skill Oriented Certificate Course on "Standard English Language" from 06/09/2022. The department has allotted 2 classes per week for the said course which will be conducted without hampering the existing class schedule.

Therefore, I request you to kindly consider my plea and give me permission for the same and allow the department faculties to proceed with the course from the said date.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
Yours faithfully  
Bhumika Devi  
HoD, English

## Departmental Meeting

Date : 23/01/2023

Time : 11:30 a.m.

A departmental meeting is held on 23/01/2023 at 11:30 a.m. with all the faculties of the department.

Faculties present :

1. Bhumiika Devi (HOD)
2. Arundh Boro
3. Bitupara Patra

Agenda :

1. Distribution of syllabus
2. Wall Magazine preparation
3. Departmental seminar
4. Departmental Quiz
5. Introduction of VAC

The following resolutions were taken after a detailed discussion:

1. The syllabus is distributed among the faculties. It is decided that the syllabus will be completed by the month of May.
2. The wall magazine will be prepared and displayed before college week of 2022-23.
3. A departmental seminar will be organized in the month of March.
4. An open quiz competition will be organised in the department in April.
5. Following the instruction given by the Principal, it is decided that the department will introduce a Value Added Course in this session. The course is selected as 'Gender and Education' and the course will be started on 06/02/2023.

B. Devi

23/01/2023

Head of the Department

Department of English

Principal, [Signature]

To

29/01/2023

The Principal, Habraghat Mahavidyalaya

Sub: Application for permission to start a Value Added Course


Sir,

With due respect I would like to inform you that the department of English wishes to start a Value Added Course on "Gender and Education" from 06/02/2023. The department has allotted 2 classes per week for the said course which will be conducted without hampering the existing class schedule.

Therefore, I request you to kindly consider my plea and give me permission for the same and allow the department faculties to proceed with the course from the said date.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.  
29/01/23

  
Yours faithfully  
Bhumika Devi  
HoD, English



## **DEPARTMENTAL MEETING**

### **Department of History**

Date: 01/01/2018-19

A Department meeting was held on 01/01/2018 at 10.30 AM

#### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Taznin Sultana

#### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of SOCC.
- 4 Any others

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
  2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
  3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
  4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Oral History"
  5. The department will plan a field trip or community based activity in the month January to June.
- The faculties will meet again if and when required.

HOD

Head Of The Dept.: History  
Department of History  
Reliance

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

Dated the 5th January, 2018-19

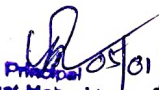
Sub: Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of History.


With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 January 2018, to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

*Permission Granted*

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HOD History  
Habraghat Mahavidyalaya  
Krishnai  
HOD Of The Deptt., History  
Habraghat Mahavidyalaya  
Krishnai  
Habraghat Mahavidyalaya Krishnai

## **DEPARTMENTAL MEETING**

### **Department of History**

Date: 01/07/2018-19

A Department meeting was held on July 2018-19 at 10.30 AM

#### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Taznin Sultana

#### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of VAC.
- 4 Any others

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
  2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
  3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
  4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Powa Macca 'Hazo"
  5. The department will plan a field trip or community based activity in the month July to December.
- The faculties will meet again if and when required.



HOD

Department of History  
Head Of The Deptt., History  
Habraghat Mahavidyalaya  
Kishanrai



To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

Dated the 5<sup>th</sup> July 2018-19

**Sub: Prayer for permission to introduce Skill Oriented Certificate Course (VAC) in Department of History.**

With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 July 2018, to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

*Permission Granted*

*[Signature]*  
Principal  
Habraghat Mahavidyalaya  
Krishnai, 05/07/18

*[Signature]*  
HOD History

Habraghat Mahavidyalaya Krishnai  
Head Of The Deptt. History  
Habraghat Mahavidyalaya  
Krishnai

# **DEPARTMENTAL MEETING**

## **Department of History**

Date: 01/01/2019-20

A Department meeting was held on January 2019 at 10.30 AM in Google meet..

### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Taznin Sultana

### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of SOCC
- 4 Any others

After a detailed discussion, the following resolutions are taken:

Keeping in view the agenda, the meeting proceed with discussion to arrive at certain resolution in this COVID struck time.

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Preservation of Historical Harritage"
5. The department will plan a field trip or community based activity in the month January to June.

The faculties will meet again if and when required.



HOD

Department of History  
Head Of The Dept., History  
Habragha Mahavidyalaya  
Bajbari

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

Dated the 7th January, 2019-20

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of History.


With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 January 2018, to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HOD History  
Habraghat Mahavidyalaya Krishnai  
Head Of The Dept., History  
Habraghat Mahavidyalaya  
Krishnai



## **DEPARTMENTAL MEETING**

### **Department of History**

Date: 01/07/2019-20

A Department meeting was held on July 2019-20 at 10.30 AM Google meet..

#### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Taznin Sultana

#### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of VAC.
- 4 Any others

After a detailed discussion, the following resolutions are taken:

Keeping in view the agenda, the meeting proceed with discussion to arrive at certain resolution in this COVID struck time.

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "The Sculpture of Ambari in Assam"
5. The department will plan a field trip or community based activity in the month July to December.

The faculties will meet again if and when required.



HOD

Department of History

Head Of The Dept., History  
Habraghat Mahavidyalaya  
Habra

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

Dated the 6<sup>th</sup> July, 2019-20

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (VAC) in Department of History.

With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 July 2019 to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



HOD History

Habraghat Mahavidyalaya Krishnai

Head Of The Dept., History  
Habraghat Mahavidyalaya  
Krishnai

# **DEPARTMENTAL MEETING**

## **Department of History**

Date: 01/01/2020-21

A Department meeting was held on January 2020 at 10.30 AM in Google meet..

### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Taznin Sultana

### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of SOCC
- 4 Any others

After a detailed discussion, the following resolutions are taken:

Keeping in view the agenda, the meeting proceed with discussion to arrive at certain resolution in this COVID struck time.

1. The classes are equally distribution among the faculty members.
  2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
  3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
  4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Making of Youtube Videos"
  5. The department will plan a field trip or community based activity in the month January to June.
- The faculties will meet again if and when required.



HOD

Department of History  
Head Of The Dept., History  
Habraghat Mahavidyalaya  
Kishoreganj

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

Dated the 8<sup>th</sup> January, 2020-21

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of History.


With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 January 2020, to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

*Permission Granted*

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HOD History  
Habraghat Mahavidyalaya Krishnai  
Head Of The Dept., History  
Habraghat Mahavidyalaya  
Krishnai



## **DEPARTMENTAL MEETING**

### **Department of History**

Date: 01/07/2020-21

A Department meeting was held on July 2020-21 at 10.30 AM Google meet..

#### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Taznin Sultana

#### **The Agenda of the are:**

- 1.Distribution of classes.
- 2.Distribution of syllabus
- 3.Introduction of VAC.
- 4 Any others

After a detailed discussion, the following resolutions are taken:

Keeping in view the agenda, the meeting proceed with discussion to arrive at certain resolution in this COVID struck time.

- 1.The classes are equally distribution among the faculty members.
- 2.The syllabus is distribution and a unit and lesson plan will be prepared within the week.
- 3.A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
- 4.Folowing the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "A Study of Kamakhya Temple"
- 5.The department will plan a field trip or community based activity in the month July to December.

The faculties will meet again if and when required.



HOD

Department of History

Head Of The Deptt., History  
Habraghat Mahavidyalaya  
Tejgaon

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

Dated the 7<sup>th</sup> July, 2020-21

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (VAC) in Department of History.

With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 July 2020 to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.



HOD History

Habraghat Mahavidyalaya Krishnai

Head Of The Dept., History  
Habraghat Mahavidyalaya  
Krishnai

## **DEPARTMENTAL MEETING**

### **Department of History**

Date: 01/01/2021-22

A Department meeting was held on January 2021-22 at 10.30 AM

#### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Taznin Sultana

#### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of SOCC
- 4 Any others

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Preservation of Historical Harritage"
5. The department will plan a field trip or community based activity in the month January to June.

The faculties will meet again if and when required.



HOD

Department of History

Head Of The Dept., History  
Habraghai Mahabudhaya  
Bajajra

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

Dated the 6th January, 2021-22

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of History.


With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 January 2021, to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

*Permission Granted*

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HOD History  
Habraghat Mahavidyalaya Krishnai  
Head Of The Deptt., History  
Habraghat Mahavidyalaya  
Krishnai



## **DEPARTMENTAL MEETING**

### **Department of History**

Date: 01/07/2021-22

A Department meeting was held on July 2021-22 at 10.30 AM

Members Present:

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Taznin Sultana

**The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of VAC.
- 4 Any others

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
  2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
  3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
  4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "History of Undivided Goalpara District"
  5. The department will plan a field trip or community based activity in the month July to December.
- The faculties will meet again if and when required.

HOD

Department of History

Head Of The Deptt. History  
Barabhati Manojyaya  
Krishna

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

Dated the 6<sup>th</sup> July, 2021-22

Sub: Prayer for permission to introduce Skill Oriented Certificate Course (VAC) in Department of History.

With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 July 2019 to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

*Permission Granted*



Principal  
Habraghat Mahavidyalaya  
Krishnai.



HOD History

Habraghat Mahavidyalaya Krishnai

**Head Of The Deptt., History**  
**Habraghat Mahavidyalaya**  
**Krishnai**

## **DEPARTMENTAL MEETING**

### **Department of History**

Date: 01/01/2022-23

A Department meeting was held on January 2022-23 at 10.30 AM

#### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Munjur Alom
4. Forida Khatun

#### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of SOCC
- 4 Any others

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
  2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
  3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
  4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Archaeological Sources"
  5. The department will plan a field trip or community based activity in the month January to June.
- The faculties will meet again if and when required.

  
HOD

Department of History

Head Of The Dept., History  
Habraghat Manikgajaya  
Krishna

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

**Dated the 8th January, 2022-23**

**Sub: Prayer for permission to introduce Skill Oriented Certificate Course (SOCC) in Department of History.**

With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 January 2022, to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

*Permission Granted*



Principal  
Habraghat Mahavidyalaya  
Krishnai.



HOD History

Habraghat Mahavidyalaya Krishnai

**Head Of The Deptt.. History**  
**Habraghat Mahavidyalaya**

**Krishnai**



## **DEPARTMENTAL MEETING**

### **Department of History**

Date: 01/07/2022-23

A Department meeting was held on July 2022-23 at 10.30 AM

#### **Members Present:**

1. Sujaul Hassan Ahmed (HOD)
2. Syed Abdul Azim
3. Munjur Alom
4. Forida Khatun

#### **The Agenda of the are:**

1. Distribution of classes.
2. Distribution of syllabus
3. Introduction of VAC.
- 4 Any others

After a detailed discussion, the following resolutions are taken:

1. The classes are equally distribution among the faculty members.
  2. The syllabus is distribution and a unit and lesson plan will be prepared within the week.
  3. A departmental workshop or seminar will be organized in the month of January for the betterment of the students.
  4. Following the instruction given by the Principal, it is decided that the department will introduce a Skill Orientation Certificate Course in this session. The course is tentatively selected as "Sultani and Mughal Period"
  5. The department will plan a field trip or community based activity in the month July to December.
- The faculties will meet again if and when required.



HOD

Department of History

Head Of The Dept., History  
Habragat Manoharlalaya  
Krishnaji

To.

**The Principal Habraghat Mahavidyalaya, Krishnai**

**Dated the 8<sup>th</sup>, 2022-23**

**Sub: Prayer for permission to introduce Skill Oriented Certificate Course (VAC) in Department of History.**

With reference to the subject cited above, I have the honour to state that, the Department of History has resolved Vide Resolution No. 2 of the Departmental Meeting Dated 1 July 2022 to introduce a Skill Oriented Certificate Course (SOCC) on Documentation Of Teaching Skill a 30 hours course in Odd Semester, in response to your notification.

Therefore, I request you to accommodate necessary permission for introducing the said course and to provide necessary facilities for successful implementation of the course and thus obliged.

Thanking you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

  
HOD History

Habraghat Mahavidyalaya Krishnai

**Head Of The Deptt. History**  
**Habraghat Mahavidyalaya**  
**Krishnai**

**DEPARTMENTAL MEETING**  
**DEPARTMENT OF POLITICAL SCIENCE**

**DATE – 14/08/2018**

**VENUE- DEPARTMENT OF POLITICAL SCIENCE**

The department of Political Science has conducted the departmental meeting on 14/08/2018 with the presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of new Skill Oriented Certificate Course SOCC for the odd session of 2018-2019.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

The meeting is held on 14/08/2018 at Google meet platform. Sri Afjal Hussain presides the meeting where discussion is held on the above mentioned agendas. The meeting unanimously resolves the following resolutions:

**Resolution No 1**

The meeting resolves to introduce a new Skill Oriented Certificate Course SOCC for the odd session of 2018-2019, entitling 'Conflict and Peace Building'.

**Resolution No 2**

The meeting resolves to organize an awareness camp on AWARENESS CAMP ON 'RAIN WATER CONSERVATION' ON 17/08/2018.

**Resolution No 3**

The meeting resolves to held a group discussion on the topic ' INDIA – CHINA TIES: PAST AND PRESENT ' on 22/09/2018. The meeting decides that Sri Harunar Rashid, HoD, Political Science, Habraghat Mahavidyalaya will be the chairperson and Dr. Gitima Talukdar will be the Resource Person of the seminar, where all the students of the department will attend the meeting.

**Resolution No 4**

The meeting resolves to communicate with the principal for holding the national and departmental seminar.

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty members'

Gitima Talukdare  
Anurag Panigrahi

*Affzal Hussain*  
Signature

HoD, Department of Political Science,  
Habraghat Mahavidyalaya, Krishnai

HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI



To ,

The Principal

Habraghat Mahavidyalaya

Krishnai.

Date: 17<sup>th</sup> August 2018

Sub: Application for granting of starting new course SOCC.

Respected Sir,

With due respect I want to convey you that the Department of Political Science, Habraghat Mahavidyalaya wants to start a new Skill Oriented Certificate Course SOCC titled "Conflict and Peace Building", for which the department has taken a resolution in the Departmental meeting held on 14<sup>th</sup> August 2018.

The agendas of the meeting was as follows-

- Discussion on introduction of Skill Oriented Certificate Course SOCC for the odd session of 2018-2019.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

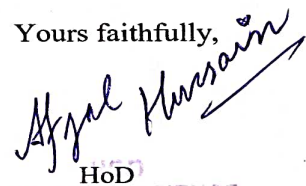
Therefore, I kindly request you to grant us the permission to start the new course.

Thanking You.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours faithfully,



HoD

POLITICAL SCIENCE  
Department of Political Science

**DEPARTMENTAL MEETING**  
**DEPARTMENT OF POLITICAL SCIENCE**

**DATE - 19/01/2019**

**VENUE- DEPARTMENT OF POLITICAL SCIENCE**

The department of Political Science has conducted the departmental meeting on 19/01/2019 with the presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of new value added course for the even session of 2018-2019.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

The meeting is held on 19/01/2019 at college Department of Political Science. Sri Harunar Rashid presides the meeting where discussion is held on the above mentioned agendas. The meeting unanimously resolves the following resolutions:

**Resolution No 1**

The meeting resolves to introduce a new value added course for the odd session of 2018-2019, entitling '**Women and Politics**' and distribution among the faculty members the papers/subjects to be taught in the ensuing semester.

**Resolution No 2**

The meeting resolves to organize an awareness camp on **AWARENESS CAMP ON 'USE OF RENEWABLE SOURCES OF ENERGY'** ON 12/03/2019.

**Resolution No 3**

The meeting resolves to conduct a **DEPARTMENT SEMINAR ON 'INDIA'S INTENDED NATIONALLY DETERMINED CONTRIBUTION: ISSUES AND CHALLENGES'** on 24/04/2019. The meeting decides that Sri Harunar Rashid, HoD, Political Science, Habraghat Mahavidyalaya will be the chairperson and Dr. Gitima Talukdar will be the Resource Person of the seminar, where all the students of the department will attend the meeting.

**Resolution No 4**

The meeting resolves to communicate with the principal for holding the awareness camp and departmental seminar.

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty members'

Gitima Torlukdar  
Hann Ramia

Signature

Hann Ramia

HoD, Department of Political Science,

Habraghat Mahavidyalaya, Krishnai

POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI

To ,

The Principal

Habraghat Mahavidyalaya

Krishnai.

Date: 21-01-2019

Sub: Application for granting of starting new Value Added Course(VAC).

Respected Sir,

With due respect I want to convey you that the Department of Political Science, Habraghat Mahavidyalaya wants to start a new Value Added Course(VAC) titled "Women and Politics", for which the department has taken a resolution in the Departmental meeting held on 19<sup>th</sup> January 2019.

The agendas of the meeting was follows-

- Discussion on introduction of new value added course for the even session of 2018-2019.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

Therefore, I kindly request you to grant us the permission to start the new course.

Thanking You.

*Permission Granted*

*[Signature]*  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours faithfully

*[Signature]*  
HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI  
Department of Political Science



**DEPARTMENTAL MEETING**  
**DEPARTMENT OF POLITICAL SCIENCE**

DATE – 12/8/2019

VENUE- DEPARTMENT OF POLITICAL SCIENCE

The department of Political Science has conducted the departmental meeting on 12/8/2019 with the presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of newskill oriented certificate course for the odd session of 2019-2020.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

The meeting is held on 12/8/2019 at the department of political science, HabraghatMahavidyalaya. Sri Harunar Rashid presides the meeting where discussion is held on the above mentioned agendas. The meeting unanimously resolves the following resolutions:

**Resolution No 1**

The meeting resolves to introduce a new skill oriented certificate course for the odd session of 2019-2020, entitling 'Democratic Awareness and Digital Literacy'. The focus is given to provide awareness on digital literacy among students.

**Resolution No 2**

The meeting resolves to held group discussion on the Article 370 among the students. As the issue having prominent impact on the understanding of federal structure of the country and very much relevant from present day context so the discussion on the topic is going to be organized by the department to understand the perspective of students on the topic. The meeting decides that the discussion will be held on intra departmental level.

**Resolution No 3**

The meeting resolves to held a departmental seminar on the topic ' Gandhian Principles and its implication in present context' on the occasion of Gandhi Jayanti. The meeting decides that SriHarunar Rashid, HoD, Political Science, HabraghatMahavidyalaya will be the chairperson

and Dr. Gitima Talukdar will be the Resource Person of the seminar, where all the students of the department will attend the meeting.

**Resolution No 4**

The meeting resolves to communicate with the principal to start the course and for holding the seminar.

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty members'

*Gitima Talukdar*

*Hanumant*

Signature

HoD, Department of Political Science,

HabraghatMahavidyalaya, Krishnai

HOD

**POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI**

To

The Principal,

Habraghat Mahavidyalaya

Krishnai

Dated – 19<sup>th</sup> August, 2019

Sub- Application for approving following agendas

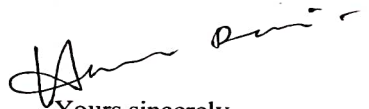
Respected sir,

With due respect, I am writing to inform you that the department of Political Science organized the department meeting on 12/08/2019. In the meeting, some agendas were taken to uplift the department from scholarly and co-curricular perspective. Your valuable approval and cooperation are required to execute the agendas effectively.

So, I kindly request you to provide the approval to execute the agendas. The list of agendas and activities for the approval has been mentioned in the annexure which is attached with the application.

Permission Granted & Approved

  
Principal  
19/08/19  
Habraghat Mahavidyalaya  
Krishnai.

  
Yours sincerely

Harunar Rashid

HoD, Department of Political Science

HabraghatMahavidyalaya, Krishnai

HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI

**DEPARTMENTAL MEETING**  
**DEPARTMENT OF POLITICAL SCIENCE**  
**DATE – 21/1/2020**

**VENUE- DEPARTMENT OF POLITICAL SCIENCE**

The department of Political Science has conducted the departmental meeting on 21/01/2020 with the presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of new value added course for the even session of 2019-2020.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

The meeting is held on 21/01/2020 at the department of political science, Habraghat Mahavidyalaya. Sri Harunar Rashid presides the meeting where discussion is held on the above mentioned agendas. The meeting unanimously resolves the following resolutions:

**Resolution No 1**

The meeting resolves to introduce a new value added course for the even session of 2019-2020, entitling 'Introduction to Indian Judicial System'. The objective of the course is to provide the basic understanding of Indian judiciary system and its implication and impact in present day context to the students. The course will also highlight the challenges and issues that have been faced by Indian judiciary system in present circumstances.

**Resolution No 2**

The meeting resolves to organize awareness programme on Right to Information as part of subject related community activity by the department. The date and venue of the camp will be fixed in due course of the time.

**Resolution No 3**

The meeting resolves to organize a discussion on the topic 'Budget- 2019-2020' with a view to help the student in their competitive examination. The meeting decides that Mr. Azizur Rahman, Associate professor, Habraghat Mahavidyalaya will be the resource person of the day.



#### Resolution No 4

The meeting resolves to organize One day Training programme on the importance of Swacch Bharat Abhiyan. The programme will be followed with cleanness drive in the college campus by the students and teachers of the college. The resource person for the programme will be Bobita Begum , Member of Zila Parishad , Goalpara.

In addition, the meeting resolves to organize One day training programme on Good and Service Tax. The resource person of the programme will be Abul Kashem Pramanik, Assistant Professor, West Goalpara College.

#### Resolution No 5

The meeting resolves to organize a field visit to Pirbari ,Jaleswar (Historical Place), Goalpara for major students (Political Science) as a part of co curricular activity of the department. The student will be guided by Dr. Gitima Talukdar, Assistant Professor, Department of Political Science, HabraghatMahavidyalaya, Krishnai.

#### Resolution No 6

The meeting resolves that a survey project entitling 'Political Participation of Women in PakhiriguriVillage ,Krishnai' will be done by the department. The students of major classes will be participated in the survey and guidance will be provided by Dr. Gitima Talukdar, Assistant Professor, Department of Political Science, HabraghatMahavidyalaya, Krishnai .

#### Resolution No 7

The meeting resolves to communicate with the principal for organizing the above mentioned events.

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty members'

*Gitima Talukdar*

*Abul Kashem Pramanik*  
Signature

HoD, Department of Political Science,

HabraghatMahavidyalaya, Krishnai

**HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI**

To

The Principal,

HabraghatMahavidyalaya

Krishnai, Goalpara

Dated – 22<sup>th</sup> January, 2020

Sub- Application for approving following agendas

Respected sir,

With due respect, I am writing to inform you that the department of Political Science organized the department meeting on 21/01/2020. In the meeting, some agendas were taken to uplift the department from scholarly and co-curricular perspective. Your valuable approval and cooperation are required to execute the agendas effectively.

So, I kindly request you to provide the approval to execute the agendas. The list of agendas and activities for the approval has been mentioned in the annexure which is attached with the application.

Approved

  
Principal  
Habraghat Mahavidyalaya  
Krishnai. 22/01/20

 22/01/20

Yours sincerely

Harunar Rashid

HoD, Department of Political Science

HabraghatMahavidyalaya, Krishnai

HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI

**DEPARTMENTAL MEETING**  
**DEPARTMENT OF POLITICAL SCIENCE**

**DATE – 5/8/2020**

**VENUE- GOOGLE MEET (ONLINE)**

The department of Political Science has conducted the departmental meeting on 5/08/2020 with the virtual presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of new skill oriented certificate course (SOCC) for the odd session of 2020-2021.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.
- Discussion on the use of new teaching learning method as accessible during the phase of pandemic.

The meeting is held on 5/8/2020 at Google meet platform. Sri Harunar Rashid presides the meeting where discussion is held on the above mentioned agendas. The meeting unanimously resolves the following resolutions:

**Resolution No 1**

The meeting resolves to introduce a new SOCC for the odd session of 2020-2021, entitling 'Your Laws, Your Rights'. The focus is given to enhance students' knowledge of laws related to criminal justice administration and to provide them knowledge of concept related to the idea of empowerment, redistribution, recognition and livelihood.

**Resolution No 2**

The meeting resolves to organize a national seminar/ webinar on the topic 'Politics of Ethnic Identity, Conflicts and State responses in North East India'. The meeting decides Dr. Nameeirakpam Bijen Meitei, Associate professor, Manipur University and Dr. Mahan Borah, Assistant Professor, Assam University as resource person of the seminar. The seminar will be hosted and moderated by Harunar Rashid, HoD, Political Science, Habraghat Mahavidyalaya

**Resolution No 3**

The meeting resolves to held a departmental seminar/webinar on the topic 'E Learning and its Accessibility'. The meeting decides that SriHarunar Rashid, HoD, Political Science, Habraghat Mahavidyalaya will be the chairperson and Dr. Gitima Talukdar will be the Resource Person of the seminar, where all the students of the department will attend the meeting.

In addition, the meeting resolves that a community participative webinar to be hosted on the topic 'UNIFORM CIVIL CODE' via online mode. The meeting decides that SriHarunar Rashid, HoD, Political Science, Habraghat Mahavidyalaya will be the chairperson and Dr. Gitima Talukdar will be the Resource Person of the seminar, where all the students of the department will attend the meeting.

#### Resolution No 4

The meeting resolves to communicate with the principal for holding the national and departmental seminar.

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty members'

*Gitima Talukdar*

*Harun Rashid*

Signature

HoD, Department of Political Science,

Habraghat Mahavidyalaya, Krishnai

**HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI**



To

The Principal,

Habraghat Mahavidyalaya, Krishnai, Goalpara

Dated – 6<sup>th</sup> August, 2020

Sub- Application for approving following agendas

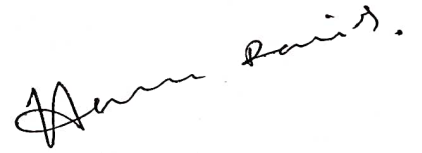
Respected sir,

With due respect, I am writing to inform you that the department of Political Science organized the department meeting on 5/08/2020. In the meeting, some agendas were taken to uplift the department from scholarly and co-curricular perspective. Your valuable approval and cooperation are required to execute the agendas effectively.

So, I kindly request you to provide the approval to execute the agendas. The list of agendas and activities for the approval has been mentioned in the annexure which is attached with the application.

Approved

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.



Yours sincerely

Harunar Rashid

HoD, Department of Political Science

Habraghat Mahavidyalaya, Krishnai

HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI

**DEPARTMENTAL MEETING**  
**DEPARTMENT OF POLITICAL SCIENCE**

DATE – 6/01/2021

VENUE- GOOGLE MEET (ONLINE)

The department of Political Science has conducted the departmental meeting on 6/01/2021 with the virtual presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of new value added course for the even session of 2020-2021.
- Discussion on conduction of online classes.

The meeting is held on 6/1/2021 at Google meet platform. Sri Harunar Rashid presides the meeting where discussion is held on the above mentioned agendas. The meeting unanimously resolves the following resolutions:

**Resolution No 1**

The meeting resolves to introduce a new value added course for the even session of 2020-2021, entitling 'Environment and Politics'. The objective of the course is to provide knowledge and awareness among students on the issue of environment as well as the course will try to highlight political perspective of the issue of environment, such as legislation, cooperation at global and national level etc.

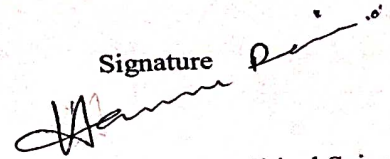
The meeting ends with the vote of thanks from the chairperson.

Signature of the faculty members'

*Gitima Talukdar*

*[Signature]*  
HOD  
POLITICAL SCIENCE  
HABRAGHAT UNIVERSITY, DIALAYA

Signature



HoD, Department of Political Science,

Habraghat Mahavidyalaya, Krishnai

**HOD**  
**POLITICAL SCIENCE**  
**HABRAGHAT MAHAVIDYALAYA**  
**KRISHNAI**

To,  
The Principal,

Habraghat Mahavidyalaya, Krishnai, Goalpara

Dated – 7<sup>th</sup> January, 2021

Sub- Application for approval of new VAC course.

Respected sir,

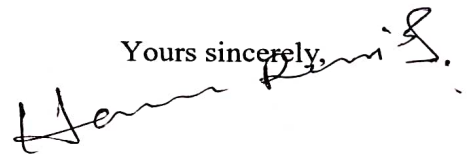
With due respect, I am writing to inform you that the department of Political Science organized the department meeting on 6/01/2021. In the meeting, decision was taken to introduce a new value added course for the even session of 2020-2021, entitling 'Environment and Politics'. The objective of the course is to provide knowledge and awareness among students on the issue of environment as well as the course will try to highlight political perspective of the issue of environment, such as legislation, cooperation at global and national level etc. Your valuable approval and cooperation is required for the smooth conduction of the course.

So I kindly request you to approve the above mentioned course.

Approved

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours sincerely,



Harunar Rashid

HoD, Department of Political Science

Habraghat Mahavidyalaya, Krishnai

**HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI**



DEPARTMENTAL MEETING  
DEPARTMENT OF POLITICAL SCIENCE

DATE – 2/9/2021

VENUE- DEPARTMENT OF POLITICAL SCIENCE

The department of Political Science has conducted the departmental meeting on 2/09/2021 with the presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of new skill-oriented certificate course for the odd session of 2021-2022.
- Discussion on class distribution and time table.

The meeting is held on 02/09/2021 at departmental room. Sri Harunar Rashid presides the meeting where discussion is held on the above-mentioned agendas. The meeting unanimously resolves the following resolutions:

Resolution No 1

The meeting resolves to introduce a new SOC course for the odd session of 2021-2022, entitling 'Basic Computer Knowledge'.

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty members'

*Aganur Dur*  
*Dinipati Nayak*

Signature,

*Harunar Rashid*

HoD, Department of Political Science,

Habraghat Mahavidyalaya, Krishnai  
**HOD**  
**POLITICAL SCIENCE**  
**HABRAGHAT MAHAVIDYALAYA**  
**KRISHNAI**

To,

The Principal,

HabraghatMahavidyalaya, Krishnai, Goalpara

Dated – 7<sup>th</sup> September, 2021

Sub- Application for approval of new SOC course.

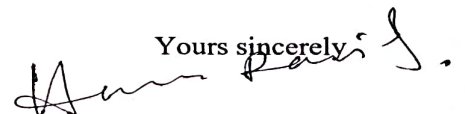
Respected sir,

With due respect, I am writing to inform you that the department of Political Science organized the department meeting on 2/09/2021. In the meeting, decision was taken to introduce a new SOCC for the odd session of 2021-2022, entitling 'Basic Computer Knowledge'. The objective of the course is to provide basic knowledge about the application of computer and to enhance basic computer operating skills among the students. Your valuable approval and cooperation is required for the smooth conduction of the course.

So I kindly request you to approve the above mentioned course.

Approved  
07/09/21  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours sincerely



Harunar Rashid

HoD, Department of Political Science

HabraghatMahavidyalaya, Krishnai

HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI

**DEPARTMENTAL MEETING**  
**DEPARTMENT OF POLITICAL SCIENCE**

**DATE – 27/01/2022**

**VENUE- DEPARTMENT OF POLITICAL SCIENCE**

The department of Political Science has conducted the departmental meeting on 27/01/2022 with the presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of new value added course for the even session of 2021-2022.
- Discussion on the conduction of co-curricular activity.
- Discussion on class distribution and time table.

The meeting is held on 27/01/2022 at departmental room. Sri Harunar Rashid presides the meeting where discussion is held on the above-mentioned agendas. The meeting unanimously resolves the following resolutions:

**Resolution No 1**

The meeting resolves to introduce a new VAC course for the even session of 2021-2022, entitling 'Introduction to Global Institutions'.

**Resolution No 2**

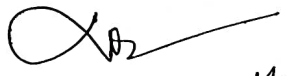
The meeting resolves to conduct a one day Guidance programme on state level recruitment process for the advancement of the students.

**Resolution No 3**

The meeting resolves to conduct a training session on NAAC Assessment in the department. the meeting has decided to invite Dr. Akar Ali Ahmed , HoD. Department of Education, HabraghatMahavidyalayaas resource person for the programme

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty members

  
Dimpri Nath

Signature



HOD, Department of Political Science,

Habraghat Mahavidyalaya, Krishnai

POLITICAL S  
HABRAGHA



To,

The Principal,

Habraghat Mahavidyalaya, Krishnai, Goalpara

Dated – 1<sup>st</sup> February, 2022

Sub- Application for approval of new VAC course.

Respected sir,

With due respect, I am writing to inform you that the department of Political Science organized the department meeting on 27/01/2022. In the meeting, decision was taken to introduce a new value added course for the even session of 2021-2022, entitling 'Introduction to Global Institutions'. The objective of the course is to provide knowledge on prominent global institutions and their role in the present context. Your valuable approval is required for the smooth conduction of the course.

So, I kindly request you to approve the above-mentioned course.

*Approved*

*27/01/22*  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours sincerely

*Harunar Rashid*

Harunar Rashid

HoD, Department of Political Science

Habraghat Mahavidyalaya, Krishnai

HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI


Habraghat Mahavidyalaya will be the chairperson and Dr. Gitima Talukdar will be the Resource Person of the seminar, where all the students of the department will attend the meeting.

Resolution No 4

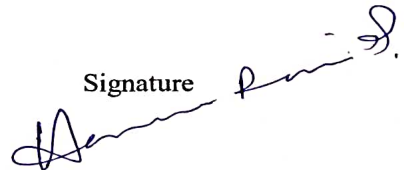
The meeting resolves to communicate with the principal for holding the seminar.

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty members'

 (Sentkan Den)  
Dimpri Nath

Signature



HoD, Department of Political Science,

Habraghat Mahavidyalaya, Krishnai

**HOD**  
**POLITICAL SCIENCE**  
**HABRAGHAT**  
KRI

To ,

The Principal

Habraghat Mahavidyalaya

Krishnai.

Date: 17<sup>th</sup> August 2022

Sub: Application for granting of starting new Skill Oriented Certificate Course.

Respected Sir,

With due respect I want to convey you that the Department of Political Science, Habraghat Mahavidyalaya wants to start a new Skill Oriented Certificate Course SOCC titled "DEMOCRATIC AWARENESS AND LEGAL LITERACY", for which the department has taken a resolution in the Departmental meeting held on 10<sup>th</sup> August 2022.

The agendas of the meeting was as follows-

- Discussion on introduction of new Skill Oriented Certificate Course for the odd session of 2022-2023.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

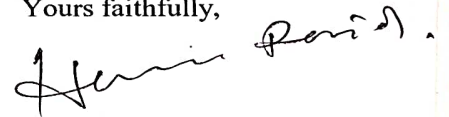
Therefore, I kindly request you to grant us the permission to start the new course.

Thanking You.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours faithfully,



HoD

Department of Political Science

HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI

**DEPARTMENTAL MEETING**  
**DEPARTMENT OF POLITICAL SCIENCE**  
**DATE – 20/1/2023**

**VENUE- DEPARTMENT OF POLITICAL SCIENCE**

The department of Political Science has conducted the departmental meeting on 20/01/2023 with the presence of all the faculty members of the department.

The agendas of the meeting as follows-

- Discussion on introduction of new value added course for the even session of 2022-2023.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

The meeting is held on 20/01/2023 at the Department Of Political Science, Habraghat Mahavidyalaya. Sri Harunar Rashid presides the meeting where discussion is held on the above mentioned agendas. The meeting unanimously resolves the following resolutions:

**Resolution No 1**

The meeting resolves to introduce a new value added course for the even session of 2022-2023, entitling 'Politics In Assam: Past and Present'. The objective of the course is to provide the basic understanding of Indian judiciary system and its implication and impact in present day context to the students. The course will also highlight the challenges and issues that have been faced by Indian judiciary system in present circumstances.

**Resolution No 2**

The meeting resolves to organize an interactive talk programme on Ahom Dynasty as part of subject related community activity by the department. The date and venue of the camp will be fixed in due course of the time.

**Resolution No 3**



The meeting resolves to organize a discussion on the topic 'Budget- 2022-2023' with a view to help the student in their competitive examination. The meeting decides that Mr. Azizur Rahman, Associate professor, Habraghat Mahavidyalaya will be the resource person of the day.

**Resolution No 4**

The meeting resolves to communicate with the principal for organizing the above mentioned events.

The meeting ends with class distribution among the teachers and vote of thanks from the chairperson.

Signature of the faculty member

 (Sankar Das)

Dimpri Nath

  
Signature

HoD, Department of Political Science,

Habraghat Mahavidyalaya, Krishnai

**POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI**

To ,

The Principal

Habraghat Mahavidyalaya

Krishnai.

Date: 23-01-2023

Sub: Application for granting of starting new Value Added Course (VAC).

Respected Sir,

With due respect I want to convey you that the Department of Political Science, Habraghat Mahavidyalaya wants to start a new Value Added Course titled " Politics In Assam : Past and Present ", for which the department has taken a resolution in the Departmental meeting held on 20/1/2023.

The agendas of the meeting was follows-

- Discussion on introduction of new Value Added Course for the even session of 2022-23.
- Discussion on co curricular activities to be organized by the department.
- Discussion on class distribution and time table.

Therefore, I kindly request you to grant us the permission to start the new course.

Thanking You.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.  
23/01/23

Yours faithfully,



HoD

Department of Political Science

**HOD  
POLITICAL SCIENCE  
HABRAGHAT MAHAVIDYALAYA  
KRISHNAI**

Date: 20.06.2017

To

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara

Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir

With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of July, 2017. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours faithfully,

  
(Dulamani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator  
CCA  
Habraghat Mahavidyalaya

To

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara

Date: 12.12.2017

Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir

With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of January, 2018. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours faithfully,

  
(Dulamani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator  
**CCA**  
Habraghat Mahavidyalaya



Date: 27.05.2018

To  
The Principal  
Habraghat Mahavidyalaya  
Krishnai, Goalpara


Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir


With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of July, 2018. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai,  
27/05/18

Yours faithfully,

  
(Dulamani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator  
CCA  
Habraghat Mahavidyalaya

To

Date: 03.12.2018

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara

Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir

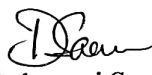
With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of January, 2019. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours faithfully,

  
(Dulumani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator  
CCA  
Habraghat Mahavidyalaya

To

Date: 02.06.2019

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara

Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir


With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of July, 2019. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours faithfully,

  
(Dulumani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator  
CCA  
Habraghat Mahavidyalaya

To

Date: 14.06.2020

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara

Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir


With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of July, 2020. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.  
14/06/20

Yours faithfully,

  
(Dulamani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator  
CCA

Habraghat Mahavidyalaya



To

Date: 02.06.2021

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara

Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir

With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of July, 2021. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai, Goalpara  
02/06/21

Yours faithfully,

  
(Dulumani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator  
CCA

Habraghat Mahavidyalaya

To

Date: 05.12.2022

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara

Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir

With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of January, 2022. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.

Yours faithfully,

  
(Dulumani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator

CCA

Habraghat Mahavidyalaya

To

Date: 07.06.2022

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara

Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir

With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of July, 2022. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.  
07/06/22

Yours faithfully,

  
(Dulumani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator

CCA

Habraghat Mahavidyalaya

To

Date: 02.12.2022

The Principal

Habraghat Mahavidyalaya

Krishnai, Goalpara


Sub: Application for permission for Certificate Course in Computer Application (CCA)

Sir

With due respect, I would like to inform you that we, the faculty members and other staff of Habraghat Mahavidyalaya have decided to conduct Certificate Course in Computer Application from the month of January, 2023. The aim of this course is to provide computer knowledge to the students and develop computer skills among the students.

Therefore, we kindly pray you to grant permission for the above request and we shall highly be obliged to you.

Permission Granted

  
Principal  
Habraghat Mahavidyalaya  
Krishnai.  
02/12/22

Yours faithfully,

  
(Dulumani Sarma)

Course Coordinator, CCA

Habraghat Mahavidyalaya, Krishnai

Course Coordinator  
CCA  
Habraghat Mahavidyalaya