## KABI JOYDEB MAHAVIDYALAYA

Estd.-2007

A Govt-aided College Affiliated to the University of Burdwan

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Notice

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Dear All,

I want to convey that a departmental meeting of History with all the faculty members has been convened to discuss the academic maters such as keeping online class records, online classes, and the internal assessment for the new session of semester -1,3,5, for 2021-22. The meeting will be conducted via google meet virtually today at 2 pm. The link will be shared via departmental WhatsApp group. It's urgent. All the teachers of history department are requested to attend the same. Our agenda includes:

- 1. Distribution of syllabus among the teachers for the new semester 1<sup>st</sup>, 3<sup>rd</sup> & 5<sup>th</sup>
- 2. New routine will be prepared
- 3. Allotment of classes etc.
- 4. keeping online class records.

Please share your comments and feedback so we all can be better prepared. Your presence is highly appreciated. If you are unable to attend, please inform me. This is mandatory to attend the same for all the faculty members. Please make sure to be on time as you always do. I look forward to seeing you there.

Best Regards.

## [AKRUR SARDAR]

Assistant Professor and Head of the Deapartment
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