



# MUGBERIA GANGADHAR MAHAVIDYALAYA

P.O.—BHUPATINAGAR, Dist.—PURBA MEDINIPUR, PIN.—721425, WEST BENGAL, INDIA

NAAC Re-Accredited B+Level Govt. aided College

CPE (Under UGC XII Plan) & NCTE Approved Institutions

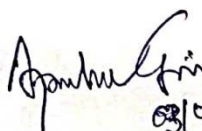
DBT Star College Scheme Award Recipient

E-mail : mugberia\_college@rediffmail.com // www.mugberiangadharmahavidyalaya.ac.in

Date:01.05.23

## Notice

It is here by notified that a departmental meeting is scheduled to be held on **03.05.23 at 3p.m.** at Dept. of Nutrition, Mugberia Gangadhar Mahavidyalaya. All the faculty members including programme in charge of B.Sc Nutrition (Hons), B.Voc (Food Processing) and M.Voc (Food Technology, Nutrition and Management) and lab attendant of Nutrition Dept. are informed to be presented in this said meeting.


  
03/05/2023

Dr. Apurba Giri

H.O.D

Department of Nutrition,  
Mugberia Gangadhar Mahavidyalaya

Head  
Dept. of Nutrition  
Mugberia Gangadhar Mahavidyalaya

  
3.05.2023

Dr. Swapan Kumar Misra

Principal

Mugberia Gangadhar Mahavidyalaya

Principal  
Mugberia Gangadhar Mahavidyalaya



Members present	
1. Swapan Kumar Misra	
2. Apurba Giri	Assistant Prof & Head, Dept. of Nutrition
3. [Signature]	NAAE Coordinator
4. Khokon Chandra Gayen	Assistant Prof. Dept. of Nutrition
5. Ayan Mondal	Assistant Prof. Dept. of Nutrition
6. Moumita Samanta	
7. Tommy Kumar Giri	
8. Sucheta Sahoo	
9. Monalisa Roy	
11. Sruti Mandal	
12. Keya Dash	
13. Pranati Bera	

**Resolution:**

1. Allotted portion of syllabus to individual teachers for teaching in upcoming semester.
2. Planned Routine outline and assigned teachers for routine making
3. Planned Academic calendar for department as per university timelines.
4. Distributed mentors for mentor-mentee program for every batch.
5. Discussed and planned several upcoming departmental programme like induction program, guardian meeting, fresher's program, teachers day, nutrition month celebration, etc.
6. Discussed possible ways of improvement of students and implementation steps.
7. Discussed duration and dates for several community program, field visit, industrial excursion and industrial training for upcoming session.
8. Shortlisted books for purchasing in central library.
9. Shortlisted instruments, chemicals, etc. for purchase for the upcoming sessions practical classes.
10. Discussed on department cleaning and premises.
11. Planned for proper documentation of departmental activities.
12. Miscellaneous

*Apurba Giri*  
03/05/2023

**Dr. Apurba Giri**  
H.O.D  
Department of Nutrition,  
Mugberia Gangadhar Mahavidyalaya  
Head  
Dept. of Nutrition  
Mugberia Gangadhar Mahavidyalaya

*Swapan Kumar Misra*  
03.5.2023

**Dr. Swapan Kumar Misra**  
Principal  
Mugberia Gangadhar Mahavidyalaya  
Principal  
Mugberia Gangadhar Mahavidyalaya

