

DEPARTMENT OF COMMERCE
ASSAM UNIVERSITY: SILCHAR

Minute of the DAC meeting held on 13/7/2018 at 12 noon in order to discuss minute of the meeting with Heads by V.C in 28th May 2018.

Members present

1. Pranay Jyoti Goswami
2. Brajesh Kumar
3. Rajat Sharmacharjee
4. Ram Chantra Das
5. Joyeeta Deb
6. A. S. Yarso
7. Parag Shil
8. Soma Roy Dey Choudhury

Prof. P. J. Goswami presided over the meeting. He read out the minute of the meeting with heads by V. C on 28th May 2018.

The following resolutions were unanimously adopted.

Resolution - 1

Regarding creation of ICT Room, it is decided that a separate ICT room may be constructed in the 2nd floor of the building.

However, so long the room is not constructed, temporarily in a room the following items may be purchased

Sl. No	Items	Rupees
1.	T. V	1,00,000/-
2.	Projector	40,000/-
3.	Sitting Facility (Chair & Table 70 each)	3,00,000/-
4.	Air Conditioner	2,50,000/-
5.	T.V Set Top Box	3,000/-
6.	Inverter	40,000/-
7.	Certain	10,000/-
8.	Wall/Ceiling Fan (4 No.)	10,000/-

9.	Carpet	30,000/-
10.	Glass Almerah	60,000/-
11.	Book Selves	40,000/-
12.	Printers (2 No.)	20,000/-
13.	Tea Set	5,000/-

Resolution – 2

Regarding Swayam course each faculty is requested to give proposal to the Head at the earliest.

However, the DAC urge for making necessary measures for teacher's orientation.

Resolution – 3

SAP proposal may be submitted as the department has two Associate Professor at present.

HOD, two Associate Professors will take initiative in this regard.

Resolution – 4

The following areas are identified for consultancy proposal

1. Tax
2. Business Development
3. Investment
4. Development and welfare forum
5. Marketing

Resolution – 5

Repairing of smart classroom projector is proposed (Dr. J. Deb was propose to budget in this regard for onward transmission)

Resolution – 6

The following consumables may be purchased for the Department:

Items	Rupees
1. Curtain	
- For Faculty Rooms	50,000/-
- For Class Rooms	30,000/-
- For Office Room	10,000/-

2. Wall Clock - Faculty Rooms & Office Room	7,500/-
3. Writing Table	24,000/-
4. Door Mat	8,000/-
5. Towels	5,000/-
6. Hand Wash (10 No.)	500/-
7. A4 – Size Paper	8,000/-
8. Envelops	6,000/-
9. Glue	3,000/-
10. Dust Bin	5,000/-
11. Miscellaneous	10,000/-
12. Marker 75 Piece (Board)	1,800/-
13. Marker 20 piece (Paper)	400/-

Prof. P.J.Goswami
HOD, Commerce