

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	
তারিখ / Date	

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	
সময় / Time	

১। 1 <u>Chitrabhanu Biswas</u>	৮। 8	১৫। 15
২। 2 <u>Chitrabhanu Biswas</u>	৯। 9	১৬। 16
৩। 3 <u>Henry</u>	১০। 10	১৭। 17
৪। 4 <u>Chitrabhanu Biswas</u>	১১। 11	১৮। 18
৫। 5 <u>Gayatri Mandal Sarkar</u>	১২। 12	১৯। 19
৬। 6 <u>Aradul Hossain</u>	১৩। 13	২০। 20
৭। 7	১৪। 14	২১। 21



Domkal Girls' College

Affiliated to the University of Kalyani

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Address: P.O.-Domkal
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Ref. No: DGC/Magazine/09/2019

Date: 12/09/2019

NOTICE

It is hereby notified to all member of the Magazine Sub-Committee of Domkal Girls' College that a meeting will be held on 18th September, 2019 at 1.30 p.m. at Principal's Room to discuss the following agenda.

Agenda:

1. Discussion on preparing a Souvenir on the occasion of the Inauguration of the New Annex Building.
2. Miscelaneous.

Chitrabhanu Biswas
Teacher In Charge

Domkal Girls' College

Domkal, Murshidabad

Teacher-In-Charge
Domkal Girls' College

Chitrabhanu Biswas
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Convenor

Magazine Sub-committee

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DETAILS OF MAGAZINE SUB COMMITTEE MEETING HELD ON 18TH SEPTEMBER 2019 AT 1.30 P.M. AT PRINIPAL'S CHEMBER

ATTENDEES:

SL NO	Designation	Name	SIGNATURE
1	Chairman/T.I.C	Mr. Abu Emdad Md Abdur Rakib	
2	Convener	Mr. Chitrabhanu Biswas	
3	Member	Dr Madhusudan Mondal	
4	Member	Mr. Chittaranjan Naskar	
5	Member	Mrs. Gayatri Mondal Sarkar	
6	Member	Mr. Asadul Hoque	

Agenda:

1. Discussion on preparing a Souvenir on the occasion of the Inauguration of the New Annex Building.
2. Miscellaneous.

Meeting Proceedings:

1. Welcome Address:

The meeting commenced at 1:30 p.m. with a warm welcome from the Chairman, Mr. Abu Emdad Md Abdur Rakib. He briefly introduced the agenda and emphasized the importance of publishing a souvenir to mark the significant occasion of the inauguration of the new annex building.

2. Discussion on Souvenir Preparation:

Theme and Content:

The committee agreed that the souvenir should reflect the history, achievements, and growth of the college, along with highlighting the significance of the new annex building.



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Content Categories:

- It was decided that the souvenir would include:
- Messages from dignitaries
- College history and milestones
- Articles, essays, and poems by students and faculty
- Photographs of the campus, events, and the new building
- A special section on the development of the annex building

Committee Responsibilities:

Members were assigned the following tasks:

- Content Collection: Mr. Chitrabhanu Biswas and Mrs. Gayatri Mondal Sarkar
- Editing and Proofreading: Dr. Madhusudan Mondal and Mr. Chittaranjan Naskar
- Design and Printing: Mr. Asadul Hoque

Budget and Sponsorship:

A preliminary discussion on the estimated budget took place, and potential sponsors were identified. Further details would be discussed in the next meeting.

Timeline:

The first draft of the souvenir is to be completed by 15th October 2019, with final printing scheduled for the first week of November 2019.

3. Miscellaneous:

- The committee discussed the need for student engagement through creative submissions. Notices would be put up on the departmental boards to encourage participation.
- It was also decided to invite alumni to contribute articles sharing their experiences and memories of the college.



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4. Conclusion:

The meeting concluded at 3:00 p.m. with a vote of thanks by the convener, Mr. Chitrabhanu Biswas, who appreciated the active participation of all members.

Chairman

Magazine Sub-Committee

Domkal Girls' College

Teacher-in-Charge
Domkal Girls' College

Signature of the Convener

Convener

Magazine Sub - Committee
Domkal Girls' College