**Important Notice**

All the faculty members (including those working on contract basis) are requested to attend the Departmental Committee Meeting scheduled for 11-06-2019 at 03:30 pm. Besides other items the agenda would include:

1. Time Table for 2nd Semester
2. Contact Classes of DDE
3. Representation of DDE Students
4. Conduct of Extension Lectures
5. Any other feasible item

|  |
| --- |
| **Sd/-****Head o f the Department** |

**Copy to:**

1. All faculty members
2. T/I website to upload the notice on website
3. Notice Board
4. File