Department of Computer Science and Engineering
National Institute of Technology Calicut

NIT Campus (PO), Calicut-673601, India

DCC Meeting Minutes

Date: 01/07/2022   **Time: 10:00 AM**   **Venue : APJ Hall**

Agenda Item: Recommendation for the request for permission for leaving HQ - Dr. Abdul Nazeer and Dr. Saleena N.

Ref: 1. Submission from Dr. Abdul Nazeer dated 29/06/2022.
  2. Submission from Dr. Saleena N. dated 29/06/2022.

The DCC meeting started at 10:00 AM. The Chairperson welcomed all members to the meeting.

The DCC considered the submission from Dr. Abdul Nazeer (Annexure 1) and Dr. Saleena N (Annexure 2).

  a) Permission to leave the Headquarters.
  b) Application of leave from 11/07/2022 to 05/08/2022 (for both the faculty members).
  c) Arrangement of classwork during the period of their leave.

The DCC ratified the approval of the recommendation through email (Annexure 3) dated 29/06/2022 for both the faculty members to leave the headquarters during the period 02/07/2022 to 05/08/2022.

The DCC considered their request for leave from 11/07/2022 to 05/08/2022 and noted that the course/laboratory work handled by Dr. Abdul Nazeer (Database Management Systems for third semester MCA) shall be handled by Dr. M Prabhu, Assistant Professor, CSED. The DCC noted the consent from the concerned faculty members for handling the above additional responsibility.

The coursework handled by Dr. Saleena (Computer Programming for first year B.Tech) does not require alternate arrangements as the classes are expected to commence only after 05/08/2022 as current admission schedules. The laboratory work handled by Dr. Saleena (Software Systems Laboratory for first semester M.Tech) will be handled by Dr. Lijiya A.

The DCC resolved to recommend the requests from the faculty members.

P.T.O.

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