

To,  
**The Principal**  
Sagardighi K.K.S. Mahavidyalaya  
Sagardighi, Murshidabad  
Pin - 742226

**Sub: Resolution of the English Department.**

Respected sir,

A meeting of the English Department was held on 2nd August 2024, as per the notice no:11/2/24 issued on 31st July 2024. The resolution outlined below was passed on the same day.

**Present Members :**

1. JENISHA SINGH
2. RAMKRISHNA DAS
3. RAJARSHI MAITY

**Note :** Ramkrishna Das Sir had an Off Day on the date of the meeting but joined via Google Meet. The link to the meeting is shared below :

[<https://meet.google.com/pdw-wkcq-ksm>]

**Agendas :**

1. Syllabus distribution for the 1st semester.
2. Preparation of questions for the 4th semester Internal Examination.

**Resolutions :**

**Syllabus Distribution for 1st Semester - 2024**

**Course Code : MAJ101**

**Course Title : Reading, Writing, Presentation**

**- Unit I: Literary Terms**

**- Sections:**

**RM: (i), (ii), (iii), (iv), (v), (vi), (viii), (ix)**

*TM* : (vii), (xii), (xiii), (xiv), (x)

**- Unit II: Academic Writing**

- All sections to be taken by *RD* sir

**\* Unit III: Presentation Skills\*\***

- All sections to be taken by *JS*

**Course Code: MIN101**

**Course Title: Language and Linguistics**

**- Unit I: Language**

- All sections to be taken by *RM* sir

**- Unit II: Phonetics and Phonology**

- All sections to be taken by *RD* sir

**- Unit III: Syntax, Semantics, and Morphology**

- All sections to be taken by *TM* ma'am

**Course Code: SEC101**

**Course Title: Soft Skills**

- All sections to be taken by *JS*

Question Papers for the 4th Semester Internal Examination will be prepared by

1. CC-T-8: *RD SIR*
2. CC-T-9: *JS*
3. CC-T-10: *JS*
4. SEC-T-2: *JS*

*Jenisha Singh*  
Jenisha Singh 08/8/24.

HOD

Department of English

Sagardighi K.K.S Mahavidyalaya

*Rajarshi Maishy*  
Rajarshi Maishy 08/8/24

*Ramkrishna Das*  
Ramkrishna Das  
10/08/24.