



Dated: 01.02.2022

***Resolution of the meeting of Central Data Collection and Preservation Committee***

Meeting was held in Online mode through Google Meet  
Meeting Time: 7:30 PM to 8:30 PM

**Members Present:**

1. Sri Arnab Kumar Ghoshal
2. Sri Mohiuddin Sk.
3. Dr. Sriparna Datta Ray
4. Sri Debabrata Chanda
5. Dr. Santanu Chowdhury
6. Dr. Debastuti Dasgupta
7. Dr. Aditi Das
8. Dr. Sourav Kumar Bhowmick
9. Dr. Kanchan Karmakar
10. Dr. Pranab Kumar Das

**Agenda:**

1. Planning on Data Collection and Preservation Policy.
2. Distribution of Responsibilities.

**Resolutions:**

1. Committee anonymously decides that data will be collected from the convenors of all the committees of the college after completion of each academic session and will be stored digitally in the google drive for the time period. For collection of data of Higher Studies a google form will be designed and it will be given to IT section to circulate among the final semester UG and PG students after the completion of their final examination. Since, there is no committee for preservation of scholarships data, Prof. Mohiuddin Sk. will take the responsibility of collecting all kinds of scholarship data.
2. Initially the members of this committee will store the data that they have. In the next meeting the detail responsibility will be distributed.