



Goa Vidyaprasarak Mandal's

Gopal Govind Poy Raiturcar College of Commerce and Economics

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STAFF NOTICE

TIME TABLE ADJUSTMENT COMMITTEE

A Committee of the following staff members is constituted to look after the adjustment of Time Table for all the classes of B.Com. for the academic year 2023 -2024 (Semester I, III and V).

- a) Dr. P. N. Maske – Monday and Tuesday
- b) Dr. Raina Pinto – Wednesday and Thursday
- c) Mrs. Anushree Bhandari – Friday and Saturday

The functions of the Committee are as follows:

- a) Adjust the time table when the teachers are on leave and ensure that the classes are conducted as per adjusted Time Table.
- b) Prepare & display the adjusted Time Table on the staff Notice Board. (as per the format).
- c) If any member of the Committee is on leave on the day which is allotted to him, then he / she should inform any other member of the Committee to adjust the time table on his / her behalf.

Note: While adjusting the time table, preference should be given to Compulsory papers. This is because, for Elective/optional papers adjustment may not be possible and students opted for a particular Elective/optional may remain free.

The Committee will have to look after adjustment of Time Table w.e.f. Monday, 17th July 2023 onwards till further changes if any.


Prof. (Dr.) TEOTONE VAZ
PRINCIPAL

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