



Urgent

No. 2606 / Acd.-I
To

Dated: 23/04/18

*The Dy. Director,
e- Governance Cell,
Sambalpur University,
Jyoti Vihar.*

Sub:- Uploading of Agenda and Academic Council – 2018 Materials .

Ref :- This office Letter No. 1552/Acd.-I dated 09.03. 2018.

Sir,

I am directed to say that, the Academic Council meeting will be held on 24.04.2018 at 9.00 A.M.in the Seminar Hall of P.G. Department of Sambalpur University. A CD containing soft copy of Notice, Agenda and Appendices is enclosed herewith. Kindly make all these documents available in the Official web – site i.e. “www. suniv.ac.in >> Academic >> Academic Council – 2018 Materials” as mentioned in the forwarding letter for the agenda. A notice also may be given in the Official web – site regarding date, time, venue and link for availability of the agenda for the meeting of the Academic Council. **The files in the CD shall be uploaded in SL. Number wise like last year’s files . Two folders 1. Email annexure 2. CD Annexure in the said CD shall be uploaded in folder manner .**

Kindly do the needful on urgent basis as it is highly essential for smooth conduct of the meeting. The CD may kindly be returned the undersigned for keeping it as back- up / record.

A confirmation in this effect to the undersigned would be highly appreciated.

Encl:-As above.

Yours faithfully,

S. Nayak
23/4/18
Controller of Examinations