

वाणिज्य विभाग

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अध्यक्षा

Prof. Kavita Sharma
Head

फाईल संख्या

Ref. No. C.D./Ex/411/17

दिनांक

Dated 08/02/2017

Principal
University of Delhi

Sub: Meeting to set the guidelines of the paper titled "Business Communication of B.Com IV Semester (CBCS)"


Respected Sir/ Madam

Department is planning to hold the meeting to set the guidelines for the paper "Business Communication of B.Com IV Semester (CBCS)".

Dr. Rekha Dayal of Jesus & Mary College has kindly consented to be the Convener for the meeting of the teachers teaching this above mentioned paper. The meeting will be convened to set guidelines to bring uniformity in content delivery for the course. Meeting will be held on Monday, 13th Feb. in Jesus & Mary College at 11:30 a.m.

You are requested to depute the teachers in your college to attend the guidelines meeting. You are further requested to grant duty leave to the teachers for attending the meeting.

Regards

 8.2.17

Prof. Kavita Sharma
Head, Department of Commerce
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