

Center for Animal Sciences

04/01/2017

Subject: Minutes of the 21st Academic and Administrative Committee (AAC) Meeting of Center for Animal Sciences held on 04-01-2017.

The Center for Animal Sciences held its 21st Academic and Administrative Committee (AAC) meeting on 04-01-2017. The chairman proposed the welcome note to all the members and thanked the outgoing convener Dr. Akhank Jain for his role during the last six months period. Dr. Jyoti Parkash will take the charge as new convener of AAC and CDDC for the next six months. The meeting was presided by the chairman and the minutes of the meeting were made by the convener.

The minutes of the proceedings are as follows:

1. Convener duties on rotation basis: All the faculty members have agreed to take up the convener duties on rotation basis once in six months. The convener will find out the agenda items to be placed before the committee (both AAC and CDDC) for discussion and keep up the minutes of the meetings.
2. All the faculty members collectively prepared the new list of the books required. Members agreed and approved for the purchase of the books from the library budget through library purchase committee and through the upcoming visit to the world book exhibition at New Delhi.
3. The research project (outline/synopsis) of the students of M.Sc. 3rd semester were evaluated by the faculty members and **found satisfactory**.
4. The syllabus for M.Sc. program to be offered by the Animal Sciences for the academic session 2017-2018 is required to be put up before the CDDC and vetted by the BoS has been reviewed and found that certain changes are required to be made in the course content. All the faculty members are requested to check or change (wherever required) the contents of the syllabus as per their specialization and as per center's requirement for the next academic year 2017-2018 before or on 10th Jan. 2017.
5. CoC, briefed the members that a formal request for approval for the conduction of the BoS meeting has been submitted to the CA. AAC members decided that next BoS should be conducted before the end of January 2017. A mutually convenient date will be finalized for the upcoming CDDC and BoS as per the availability of the internal and external members of the BoS.
6. **Procurement of small equipment:** The list of instruments (approved in 17th AAC) were distributed among the faculty members for final confirmation for specifications towards tender draft by 6th Jan. 2017.
7. COC, proposed the tentative time table for the current semester programs and circulated among the faculty members for further modifications if required. All faculty members discussed the issue related to the time table and will communicate any required corrections to COC by 5th Jan. 2017 for further n.a.

4/1/17

P. Shrivastava
4/1/2017

P. K. Chaturanya
4/01/2017

S. Thakur
4/1/2017

J. Parkash
4/1/17

M. Anand Kumar
4/1/17

A. K. S. Thakur

8. AAC members discussed and decided that there should not be any course work during the 4th semester of M.Sc. program from the next academic session 2017-2018 onwards. For the 4th semester M.Sc. Life Sciences (sp. Animal Sciences) there will be only research project work. This will be taken up in the next BoS for further approval.
9. As per the current practice, the M.Sc. program offered has two seminars of one credit each. One in 1st and another one in 2nd semester of 100 marks each. AAC members discussed and decided that only 50 marks for each seminar should be given in spite of 100 marks each. This matter will also be taken in the next BoS for the implementation in the next academic session (2017-2018).
10. All the members discussed the M.Sc. syllabus (sp. Animal Sciences) for 2nd and 4th semester to be taught in the current semester in detail. All the members shared the syllabus equally for teaching as per their expertise and requirement. Subjects common with other centers will be mutually allotted after consultation with the respective COCs.

M. Anilkumar
(Anil K. Mantha) 4/1/17
Chairperson & COC

A. Jain
(Aklank Jain)
Associate Prof.

J. Sharma
(Jyoti Parkash)
Assistant Prof. & Convener

R. K. Chaitanya
(Krishna R. Chaitanya)
Assistant Prof.

S. Thamil Mani
(S.T. Mani)
Assistant Prof.

S. Singh
(Sunil K. Singh)
Assistant Prof.

Submitted to DAA:

Copy to: Members of AAC (Centre for Animal Sciences)
IQAC-office

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9326
5.1.17

Center for Animal Sciences

28/02/2017

Subject: Minutes of the 22nd Academic and Administrative Committee (AAC) Meeting of the Center for Animal Sciences held on 21-02-2017.

The Center for Animal Sciences held its 22nd Academic and Administrative Committee (AAC) meeting on 21-02-2017. The meeting was presided over by the chairman and the minutes of the meeting were recorded by the convener. The chairman proposed the welcome note to all faculty members and also circulated the agenda prepared by the convener to the members.

The minutes of the proceedings are as follows:

1. The revised syllabus of the programs M.Sc. Life Sciences with specialization in Animal Sciences and Ph.D. in Animal Sciences to be offered during the coming academic session 2017-2018 has been discussed with reference to the expert's comments.

The faculty members agreed to check the contents of the syllabus (M.Sc. and Ph.D) once again as per their specialization and curriculum requirement by 22nd Feb. 2017.

2. AAC members decided that center may conduct the 3rd BoS meeting within a week, so as to submit the recommendations to the upcoming School Board meeting.
3. Procurement of UV-Vis Spectrophotometer from the small equipment head 2016-17 funds of the center:

As approved in 16th AAC (CUPB/CAS/2016/55), **allotted budget amount Rs. 5 lakhs found to be insufficient for purchase of a good unit of UV-Vis Spectrophotometer; it was unanimously decided to hold the purchase of two equipment such as pH meter and Hot air oven in the current budget year 2016-17 and the same money can be utilized towards purchase of UV-Vis Spectrophotometer.**

Dr. Aklank Jain shall take the purchase procedure ahead.

4. Ms. Iqbal Kaur Ph.D. student under the guidance of Dr. Anil Mantha as a student of Animal Sciences, successfully completed M.Phil. program in Biosciences at CUPB has appealed to count her courses completed: (i) Research Methodology (5 credits), and (ii) Computer Applications and Biostatistics (5 credits) towards her Ph.D. course work. She also requested for undergoing two specialized courses being offered by the center currently.

After discussion, the members recommend that her M.Phil. course credits (10 credits) as mentioned above can be considered towards her Ph.D. course work as per UGC regulations 2016 and approved her request.

✓
copy to: Jayal

A. Jain
1/3/2017

S. Thakur
1/3/17

M. Anil Kumar
1/3/2017

Shahmajeed
1/3/17

1/3/17

R. Chandra
1/3/17

P. Sharma
1/3/17

5. All the members discussed and reviewed the purchase of consumables and small equipment budget of the center 2016-17.
6. All the members agreed to update their web profile on the University website, at the earliest (15th March).
7. Students' results: The result of the students of the center has been reviewed and necessary action plan for students lagging behind in academics will be discussed in the next meeting.

M. Anil Kumar
(Anil K. Mantha) 1/3/2017
Chairperson & COC

Aklank Jain
(Aklank Jain) 1/3/2017
Associate Prof.

Jyoti Parkash
(Jyoti Parkash)
Assistant Prof.
Convener

R.K. Chaitanya
(Krishna R. Chaitanya) 1/3/17
Assistant Prof.

S. Thant
(S.T. Mani) 1/3/17
Assistant Prof.

ON Leave
(Sunil K. Singh)
Assistant Prof.

Submitted to DAA:

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Prameela

Copy to: Members of AAC (Centre for Animal Sciences)
IQAC-office

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2.3.17

Center for Animal Sciences

Dated: 13.05.2017

Subject: Minutes of the 23rd Academic and Administrative Committee (AAC) Meeting of Center for Animal Sciences held on 08-05-2017.

The 23rd Academic and Administrative Committee (AAC) meeting of Center for Animal Sciences was held on 08-05-2017. The meeting was presided by the chairman and the minutes of the meeting were recorded by the convener. The proceedings of the 23rd AAC are:

1. The chairman discussed the issue of **end term question bank (MCQs)** with the faculty members to coordinate with the respective course coordinators and work accordingly to complete the task. All members are positive in accomplishing the task at the earliest.
2. **Allotment of M.Sc. students for project research work:** As per the exercise, student's interest/choice will be received. Each faculty of the center will supervise two M.Sc. students from the 2016-17 batch. The Class Representative (CR) will submit the student choice by 30th May; if not lottery system shall be adopted.
3. All members looked at the status of the budget bookings made so far and found that all budgetary heads have been booked and most of the files under process for store order. Members are also hopeful that raised files will be cleared as per procedure by the concerned departments/sections at the earliest.
4. All the members discussed and reviewed the purchase of consumables and small equipment budget of the center 2016-17.
5. The progress and outcome (results) of the students (CAS) has been reviewed and necessary action plan for students lagging behind in academics will be discussed in the next AAC meeting.
6. All faculty members agreed to take exam of Lab Course - II on **25th May 2017** from 10.00 AM to 1.00 PM.

Abhinav
15/5/17

R.K. Chaturvedi
15/5/2017


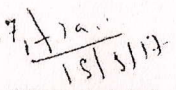
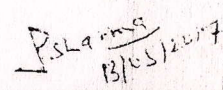
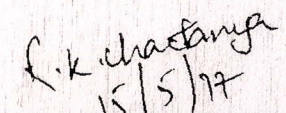
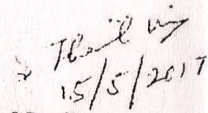
S. Tejaswini
15/5/2017

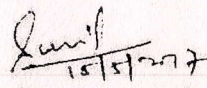
S. Tejaswini
15/5/2017

P. Lakshmi
15/5/17

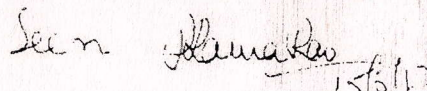
S. Tejaswini
15/5/17

7. The pre-submission seminars for the 4th semester M.Sc. students will be held either on 29th or 30th May 2017 depending upon the availability of external expert assigned by competent authority.
8. M.Sc. students of 4th semester will submit their project report on or before 14th June 2017 and five copies of the project report will be submitted by the student.

 15/5/17	 15/5/17	 15/5/2017	 15/5/17	 15/5/2017
(Anil K. Mantha) Chairperson & COC	(Akhank Jain) Associate Prof.	(Jyoti Parkash) Assistant Prof. (Convener)	(Krishna R. Chaitanya) Assistant Prof.	(S.T. Mani) Assistant Prof.

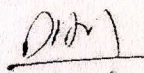

 15/5/2017
 (Sunil K. Singh)
 Asst. Prof.

Submitted to DAA:


 15/5/17

Copy to: Members of AAC (Centre for Animal Sciences)

IQAC-office


 1009
 15.5.17
 (2)

Center for Animal Sciences

Dated: 03.08.2017

Subject: Minutes of the 24th Academic and Administrative Committee (AAC) Meeting of Center for Animal Sciences held on 01-08-2017.

The 24th Academic and Administrative Committee (AAC) meeting of Center for Animal Sciences was held on 01-08-2017. The meeting was presided by the chairman and the minutes of the meeting were recorded by the convener. The proceedings of the 24th AAC are:

- 1. Syllabus of 1st and 3rd semester teaching and new academic session 2017-18:** All members discussed the issue regarding the faculty to be associated with the teaching of various courses to be offered. Courses being offered to different faculty members according to their expertise and also to have equal work load.

In addition to the center's teaching Dr. Anil Mantha and Dr. Jyoti Parkash shall be associated with the teaching of Cell Biology to the students of 1st semester (Plant Sciences). *CoC: Plant Sciences request letter enclosed (Annexure - A).*

- 2. Allotment of M.Sc. students for research/dissertation:** As per the exercise done, student's interest/choice has been received (Annexure - 1). All faculty members agreed for the same with two no. of students each.
- 3. All the faculty members agreed that there is an urgent requirement of Animal house facility, which was also brought to the notice during the center's academic audit held on 27th July 2017. All members express sincere thanks to the C.A. for accepting our request and providing verbal approval for the same.**

The old proposal submitted in August 2015 shall be re-submitted for establishing a transit facility at the main campus near to the academic building. The basic structure (drawing) has been designed and circulated among the faculty members (Annexure - 2). Request for approval for establishing the transit Animal House Facility shall be submitted to the competent authority: Dr. Anil Mantha shall do the needful.

- 4. As per the request made during the academic audit to the competent authority to have a common facility of Liquid Nitrogen storage facility, all the members once again express thanks to the C.A. for accepting our request and providing verbal approval for the same.**

Liquid Nitrogen storage facility with a capacity of **500 Lit or above** and two transportation tanks of **700 Lit or higher** capacity are desired. A proposal in this regard

R.K. Chaturvedi
8/8/17

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M. Anil Kumar
8/8/17

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shall be drafted and moved at the earliest. Dr. Akhank Jain and Dr. S.T. Mani shall do the needful in this matter.

5. All the members discussed and reviewed the purchase of consumables and small equipment budget of last financial year. Regarding M.Sc. student practicals of the center during the academic year 2017-18, all the faculty members agreed that all common chemicals for master student practicals shall be kept at a common place so that they will be accessible for the students and as well as for the teachers.

In addition, as the cell culture facility lacks refrigerated table top centrifuge, the AAC recommends floating a proposal to purchase one for the same requirement. Dr. Jyoti Parkash and Dr. Sunil Sing shall take up this issue and do the needful in this matter.

6. As per the letter received from the IQAC to the COC of each center to certify whether the syllabus of the programs being offered by the center aligned with the NET examination. As issue discussed with the faculty members it has been concluded that syllabus of the Master's program is more than 60 % aligned with that of NET examination in Life Sciences.

The centre's faculty is in a view point that each student is responsible for clearing NET exam if he/she anticipates. No way the student can claim the same as the mandate of a post graduate program with specialization, the program is to disseminate advanced knowledge in the particular field so that by the end of the course the student apply the same for achieving his/her future endeavors. If every centre under the school of basic and applied sciences offers syllabus equivalent to that prescribed by CSIR-UGC NET, the very purpose of specialized knowledge is defeated. Further, the undertaking by CoC in this regard should not be considered as the certification.

The same shall be corresponded to the IQAC office by the COC.

7. Mr. Vikas Prasar, junior research fellow (NET & GATE qualified) joined on 31st July, 2017 in SERB, DST Project of Dr. Jyoti Parkash. Administrative authority provided him hostel for one week and said that there is no hostel facility available further.

All members suggested to Dr. Jyoti to take this matter to the competent authority as a special case to be considered and the JRF to be provided with hostel facility. This shall encourage the JRF to commit to the research at CUPB.

8. The progress and outcome (results) of the students (Animal Sciences) has been reviewed and necessary action plan for students lagging behind in the last academic session (2016-17) was discussed. Five students of 2016-17 batch shall reappear for the supplementary examinations. So extra care shall be given to these students as most of them have joined

(Annexure - III)

M. Anil Kumar

R. K. Chaturvedi
8/8/17

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late in the last academic year. The faculty of the concerned subjects shall help them for these supplementary examinations.

9. All faculty members agreed for the duty assigned to them for practicals (lab course-1 & 3) for semester 1 and 3.
10. Mr. Dharendra Pratap Singh, T.A shall assist the faculty members during the practical sessions (1st and 3rd Semester) and he shall also be assisting the faculty members for other official / technical work.
11. All faculty members pointed out that Mr. Rakesh Kumar, office attendant (on sharing basis with two other centers) is not working in a proper schedule so faculty members requested COC to talk to him and instruct him accordingly.

COC: shall discuss this matter with the COC of other two centers and do the needful at the earliest.

12. The credit seminars for the 1st semester M.Sc. students will be held from 3rd week of Aug. 2017 and Dr. Jyoti Parkash will be the in-charge for the same.
13. The Chairman along with the members thanked Dr. Jyoti Parkash for his efforts and work during the last 6 months as the outgoing Convener; and Dr. S.T. Mani being welcomed as new convener (AAC and CDDC) for next six months.

M. Anil Kumar
(Anil K. Mantha) 8/8/17
Chairperson & COC

A. Jain
(Aklank Jain)
Associate Prof.

P. Sharma
(Jyoti Parkash)
Assistant Prof.
(Convener)

R. Chaitanya
(Krishna R. Chaitanya) 8/8/17
Assistant Prof.

S. T. Mani
(S.T. Mani)
Assistant Prof.

S. K. Singh
(Sunil K. Singh)
Assistant Prof.

Submitted to DAA:

Copy to: Members of AAC (Centre for Animal Sciences)
IQAC-office

DAA
3678
8.8.17

Center for Animal Sciences

Dated: 13.09.2017

Subject: Minutes of the 25th Academic and Administrative Committee (AAC) Meeting of Center for Animal Sciences held on 1-9 -2017

The Center for Animal Sciences conducted its 25th Academic and Administrative Committee (AAC) meeting on 01-09-2017. The chairman proposed the welcome note to all the members and also circulated the agenda prepared by the convener to the members. The meeting was presided by the chairman and the minutes of the meeting were recorded by the convener.

1. The Time table for MST – I examination has been discussed and it was decided that the exams will be conducted as per the academic calender (annexure –A).
2. Review on results of second semester students: The results of the 2nd semester students has been reviewed and necessary action plan for students lagging behind in academics was discussed to provide them with remedial classes as and when required.
3. Seminars of the 1st semester students were discussed and Dr. Jyoti Parkash will circulate the list at the earliest.
4. Liquid nitrogen storage facility: A formal proposal has been drafted by Dr. Jain and Dr. Mani and will be submitted for further consideration to C.A.

M. Anil Kumar
14/9/17
(Anil K. Mantha)
Chairperson & COC

A. Jain
13/09/17
(Aklank Jain)
Associate Prof.

B. Sharma
13/09/2017
(Jyoti Parkash)
Assistant Prof.

R. Chakraborty
14/5/17
(Krishna R. Chakraborty)
Assistant Prof.

S. Thamburaj
(S.T. Mani)
Assistant Prof.
(Convener)

(on leave)

(Dr. Sunil K. Singh)
Assistant Prof

Submitted to DAA:

Copy to: Members of AAC (Centre for Animal Sciences)

IQAC-office

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14/9/17

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14.9.17

Department of Animal Sciences

Dated: 13.10.2017

Subject: Minutes of the 26th Academic and Administrative Committee (AAC) Meeting of Dept. of Animal Sciences held on 5-10-2017.

The Dept. of Animal Sciences conducted its 26th Academic and Administrative Committee (AAC) meeting on 05-10-2017. The chairman proposed the welcome note to all the members and also circulated the agenda prepared by the convener to the members. The meeting was presided by the chairman and the minutes of the meeting were recorded by the convener to include the following:

1. Re. the purchase of library books for the Dept. was discussed and resolved that each faculty shall prepare a list and submit for further n.a. to the HOD at the earliest (the list received from the faculty being submitted to the library is attached as Annexure - 1).
2. A list of Equipments being submitted for further approval from the competent authority was discussed by the HOD (list enclosed as Annexure - 2).
In addition, AAC members felt and recommend for purchase of two no. of stereo microscopes for dissection purpose (Carl Zeiss Stemi 305 Lab Binocular Microscopes). In this regard Dr. S. R. Lone shall float a proposal for further approval from the competent authority at the earliest.
3. As none of the suppliers participated in the spectrophotometer tender, it was discussed to reframe the specifications and the same shall be under taken by Dr. Aklank Jain at the earliest.
4. List of M.Sc. credit seminar topics and schedule of 1st semester students of batch 2017-18 being discussed by the coordinator (Annexure - 3).
5. As per the request of the two M.Sc. 3rd semester students (batch 2016-17) Ms. Nisha Sharma and Ms. Pooja Bharti regarding the change of supervisor, as Dr. S. T. Mani is

S. T. Mani

A. J. Jain

M. Anil Kumar
16/10/17

leaving the department for his new job, the two students are re-allocated to Dr. Jyoti Parkash and Dr. S. R. Lone as per their request and consent from the faculty (request letters enclosed as Annexure - 4 & 5).

6. The teaching assignments of Dr. S. T. Mani: as per the request of Dr. Mani, Dr. Sunil Singh and Dr. S. R. Lone who are associated with the teaching of two courses with him shall take the complete responsibility of teaching and examination for this semester (copy enclosed as Annexure - 6).

M. Anil Kumar
16/10/17
AJ
(Anil K. Mantha) (Aklank Jain)
Chairperson & HOD Associate Prof.

Bhanna
(Jyoti Parkash)
Assistant Prof.

ON leave
(Krishna R. Chaitanya)
Assistant Prof.
(Email consent received)

S. Tharun Meeg
13/10/2017
(S.T. Mani)
Assistant Prof.
(Convener)

Sunil
13/10/2017
(Dr. Sunil K. Singh)
Assistant Prof

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Submitted to DAA:

DAAC

Copy to: Members of AAC (Dept. of Animal Sciences)

IQAC-office

DAAC
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16.10.17

Department of Animal Sciences

14/11/2017

Subject: Minutes of the 27th Academic and Administrative Committee (AAC) Meeting of Department of Animal Sciences held on 08-11-2017.

The Department of Animal Sciences held its 27th Academic and Administrative Committee (AAC) meeting on 08-11-2017. The chairman proposed the welcome note to all the members and thanked the outgoing convener Dr. S.T. Mani for his role during the last 4 months period.

Dr. Sunil Kumar Singh will take the charge as new convener of AAC for the remaining semester period and also for next semester. The meeting was presided by the chairman and the minutes of the meeting were made by the convener.

The minutes of the proceedings are as follows:

1. Regarding M.Sc. 3rd Semester project: As per the discussions, it is unanimously decided that all the 3rd semester students will present their seminar and submit a brief project report to be carried out in the 2nd week of January 2018.
2. Regarding Technical specification of spectrophotometer: As per the limited representation received from various firms, suitable amendments have been discussed and Dr. Akhank Jain shall do the needful accordingly and refloat the file for further procure.
3. All the faculty members have approved required chemicals list of Rs 25,000/- for M.Sc. (Annexure) lab practicals. Further as per the discussion, all the faculty members shall prepare a list of chemicals for next semester practicals and shall also submit requirements for M.Sc. research projects of the 3rd semester students by 1st week of December, 2017.
4. End semester practicals for M.Sc. 3rd semester and 1st semester students shall be held on 23rd November 2017 (Thursday) and 28th November 2017 (Tuesday), respectively.
5. Regarding the request of equivalence certificate received from the M.Sc. 3rd semester students (batch 2016-17) for M.Sc. Life Sciences sp. Animal Sciences to M. Sc. Zoology has been discussed and decided to forward the same to the Dean (Basic and Applied Sciences) for further necessary action. (Annexure - 2).

Sunil

A.S.

M. Anilkumar
16/11/17

6. Regarding approved equipment list, all the faculty shall take the responsibility and draft the specifications of equipment as per their expertise and float the files accordingly.
7. In addition to the approved equipment list, faculty member also discussed requirements of other equipment and following list of equipment has been recommended, which shall be forwarded for further consideration to the competent authority.

- 1) Fluorescence Microscope
- 2) Vibrotome
- 3) Refrigerated table top centrifuge (Teaching lab)

Mr. Dharendra shall coordinate with faculty members for making specifications and tendering of approved equipment.

Meeting was cordially conducted and concluded.

M. Anil Kumar
16/11/2017
(Anil K. Mantha)
Chairperson & HOD

A J
16/11/2017
(Aklank Jain)
Associate Prof.

ON leave
*(Jyoti Parkash)
Assistant Prof.

ON leave
*(Krishna R. Chaitanya)
Assistant Prof.

Sunil
(Sunil K. Singh)
Assistant Prof. &
Convener

* Email communication of the draft minutes did not receive any concern.

Submitted to DAA:

Copy to: Members of AAC (Department of Animal Sciences)
IQAC-office

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16.11.17

Department of Animal Sciences

19/12/2017

21

Subject: Minutes of the 28th Academic and Administrative Committee (AAC) Meeting of Department of Animal Sciences held on 14-12-2017.

The Department of Animal Sciences held its 28th Academic and Administrative Committee (AAC) meeting on 14-12-2017. The chairman proposed the welcome note to all the members. The meeting was presided by the chairman and the minutes of the meeting were recorded by the convener.

The minutes of the proceedings are as follows:

1. **Re. M.Sc. 4th semester project:** As per the discussions, it is unanimously decided that all the 4th semester students will present their research project seminar on 22nd January 2018 and submit a brief outline of the project report.
2. All the faculty members have discussed and approved the proposed Time Table (tentative, Annexure -A) schedule for the next semester (January to May 2018).
3. **Re. approved equipment list,** all faculty members have discussed over the draft technical specifications of equipment (Annexure - B) and shall float the file for tendering accordingly.

Among the approved list, gradient PCR shall be moved separately as a **Proprietary Item** (Annexure - C). Keeping in view of the requirement two no. of the same shall be indented within the allocated/approved budget (Rs. 5 Lakhs).

Dr. Aklank Jain shall do the needful accordingly and float the file for further procure.

4. **Re. procurement of chemicals for next semester practicals and M.Sc. research projects:** As per the discussion, all the faculty members shall prepare a list of proposed experiments including required chemicals for next semester practicals and shall also submit requirements for M.Sc. research projects of the 4th semester students before 26th December, 2017.
5. **Re. Ph.D. fellowship through CUPB:** All faculty members have discussed about the situation of no. of Ph.D. students joined the department over past two years after its creation/establishment.

M. Anurag Kumar
28/12/17

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The provision for project fellowship (extra-mural funding) to the NET qualified candidates towards Ph.D. enrollment; and NET-JRF qualified candidates turning to the Dept. and CUPB is very marginal. Which is strongly affecting the progress of research outcome of the talented faculty, department, and over all the university.

To overcome this adverse situation which may directly impact the university via NAAC, NIRF and other ranking frame works, at least one Ph.D. research fellowship per year to the department may kindly be provided.

It is recommended to forward the request to the competent authority through the Dean (School of Basic and Applied Sciences) for further necessary action / kind consideration.

- 6. **Re. joint Ph.D. supervision within the department:** All the faculty members have discussed over the joint Ph.D. supervision within the department keeping in view of expertise in the diverse fields and also in a positive note towards research progress and development of the department and its output. It is recommended to forward the request to the competent authority through the Dean (School of Basic and Applied Sciences) for further necessary action / kind consideration.

Mr. Dhirendra shall coordinate with faculty members for purchase of required chemicals and tendering of approved equipment. The meeting was cordially conducted and concluded.

M. Anil Kumar
 26/12/2017
 (Anil K. Mantha)
 Chairperson & HOD

A. Jain
 (Aklank Jain)
 Associate Prof.

ON Vacation
 (No response received)
 (Jyoti Parkash)
 Assistant Prof.

ON Vacation.
 (Email consent received.)
 (Krishna R. Chaitanya)
 Assistant Prof.

Sunil
 20/12/2017
 (Sunil K. Singh)
 Assistant Prof. &
 Convener

Submitted to DAA: *Seen* *Prasad*
 27/12/17

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