

Department of Biochemistry

Proceedings of the first Academic and Administrative Committee of Department of Biochemistry held on 22nd July, 2019 at 2:30 pm in room number, AC-22

The following committee members were present:

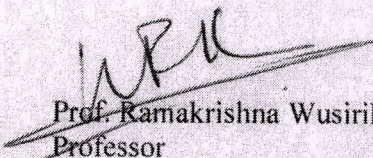
1. Prof. Ramakrishna Wusirika, Member
2. Dr. Malkhey Verma, Head of the Department
3. Dr. Shashank Kumar, Assistant Professor, Member
4. Dr. Manju Jain, Assistant Professor, Member
5. Dr. Rajan Vyas, DBT Ramalingaswami Fellow, Co-opted Member

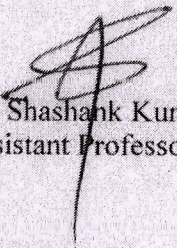
Following Agenda items were discussed in the meeting:

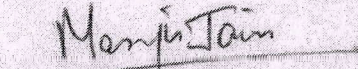
1. Formation of Curriculum Design and Development Committee.
2. AAC meeting schedule and nomination of convener to conduct the same.
3. Teaching of ongoing and new batch, July-Dec 2019
4. Decision on nomenclature of degree to be awarded to the pass out students from the Department of Biochemistry
5. Use of departmental budget = Rs. 6 lakhs for the 2019- 2020 session

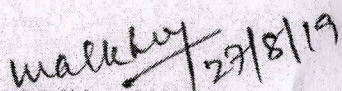
The minutes of the proceedings are as follows:

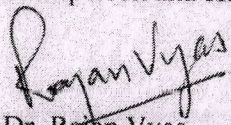
1. Curriculum Design and Development Committee will have Prof. Ramakrishna Wusirika, Dr. Malkhey Verma, Dr. Shashank Kumar, Dr. Manju Jain as members and Dr. Rajan Vyas as a Co-opted Member. Dr. Malkhey Verma, HOD will chair the CDDC meetings with Dr. Shashank as the CDDC convener.
2. AAC meetings will be conducted in the last week of every month. Dr. Manju Jain will be the convener for the subsequent AAC meetings.
3. Teaching of ongoing and new batch, July-Dec 2019 will be done along with faculty members of Department of Microbiology. A draft of teaching load shared with faculty members of Department of Microbiology is enclosed as Annexure-A for the Semester -1, 2019-20 batch and Semester-3, 2018-19 batch.
4. Committee discussed the nomenclature of the degree to be awarded to the students of the "Department of Biochemistry" in 2020 to be "Masters in Biochemistry". The change will be implemented after evaluating changes in the present curriculum.
5. Departmental budget = Rs. 6.0 lakhs for the 2019- 2020 session will be used towards teaching/ practicals of Masters students, Dissertation/research work of Masters/PhD students and other miscellaneous requirement for smooth laboratory functioning.


Prof. Ramakrishna Wusirika,
Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Manju Jain
Assistant Professor


Dr. Malkhey Verma
Chairperson and HoD


Dr. Rajan Vyas
DBT Ramalingaswami Fellow

Department of Biochemistry

Proceedings of the second Academic and Administrative Committee of Department of Biochemistry held on 17th August, 2019 at 2:30 pm in room number, AC-22

The following committee members were present:

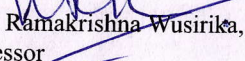
1. Prof. Ramakrishna Wusirika, Member
2. Dr. Malkhey Verma, Head of the Department
3. Dr. Shashank Kumar, Assistant Professor, Member
4. Dr. Manju Jain, Assistant Professor, Member
5. Dr. Rajan Vyas, DBT Ramalingaswami Fellow, Co-opted Member

Following Agenda items were discussed in the meeting:

1. Revision of Syllabus for the BOS, Department of Biochemistry.
2. Circulation of information regarding non-functional instruments/other concerns for smooth laboratory functionality.
3. Space for new instruments purchased in the department from department budget and DST-FIST.
4. Use of instruments purchased from DST-FIST
5. Teaching practices in the department pertaining to theory and practicals

The minutes of the proceedings are as follows:

1. Syllabus for Department of Biochemistry will be thoroughly revised for the upcoming Department BOS. The same will be discussed in AAC of January 2020, after winter vacations
2. Mr. Deepak Sharma will circulate a weekly email regarding the instruments out of order, dysfunctional and/or any concerns regarding smooth functioning of the research laboratory.
3. With limited space in the laboratory new instruments (from Department budget and DST-FIST) are and will be adjusted in the space where PhD students sits at present. The students will be asked to sit elsewhere for creation of space for new instruments.
4. Instruments purchased from DST-FIST will be available for unrestricted use by all faculties and students of Department of Biochemistry and Department of Microbiology. On Similar understanding, instruments from DST-FIST raised by Department of Microbiology in future will have unrestricted access to all faculties and students of Department of Biochemistry. Faculty members of Department of Microbiology will be requested to endorse the same.
5. The same will be discussed in line with UGC and CUPB guidelines later.


Prof. Ramakrishna Wusirika,
Professor

Dr. Malkhey Verma
Chairperson and HoD
Associate Professor

Dr. Shashank Kumar
Assistant Professor

Dr. Manju Jain
Convener
Assistant Professor

Dr. Rajan Vyas
DBT Ramalingaswami Fellow
& Co-opted member

*Endorsement for Point Number 4th and 5th by faculty members of Department of Microbiology

Department of Biochemistry

Proceedings of the third and fourth Academic and Administrative Committee of Department of Biochemistry held on 17th Sep and 24th Oct, 2019 at 2:30 pm in room number, AC-22

The following committee members were present:

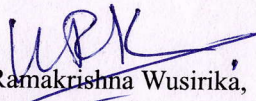
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5. Dr. Rajan Vyas, DBT Ramalingaswami Fellow, Co-opted Member

Following Agenda items were discussed in the meeting:

1. Proposal for constitution of New Board of Studies (BOS) for Department of Biochemistry.
2. Nomenclature of Masters degree and PhD degree to be awarded by Department of Biochemistry to be re-considered.
3. Finalizing list of instruments to be purchased for the Department of Biochemistry for approval from the competent authority.
4. Submission of document for the newly constituted CDDC with due representation of Masters students.

The minutes of the proceedings are as follows:

1. Proposal for constitution of New Board of Studies was discussed with suggestion to include of new external members and inclusion of student representation. (Final doc to be attached)
2. Committee discussed the nomenclature of the degree to be awarded to the students of the "Department of Biochemistry" in 2020 to be "Masters in Biochemistry". The change will be implemented after evaluating changes in the present curriculum.
3. Instruments to be purchased by Department of Biochemistry was duly discussed and enlisted to be approved by the competent authority. A copy of the same is attached.
4. New committee for curriculum design and development was discussed and finalized for submission to the IQAC office.


Prof. Ramakrishna Wusirika,
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Chairperson and HoD
Associate Professor

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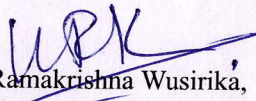
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Associate Professor

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Assistant Professor

Dr. Manju Jain
Convener
Assistant Professor

Dr. Rajan Vyas
DBT Ramalingaswami Fellow
& Co-opted member

Department of Biochemistry

Proceedings of the third and fourth Academic and Administrative Committee of Department of Biochemistry held on 13th Nov, 2019 at 3:30 pm in room number, AC-22

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Member
2. Dr. Malkhey Verma, Head of the Department
3. Dr. Shashank Kumar, Assistant Professor, Member
4. Dr. Manju Jain, Assistant Professor, Member
5. Dr. Rajan Vyas, DBT Ramalingaswami Fellow, Co-opted Member

Following Agenda items were discussed in the meeting:

1. Purchase of Projector Cables.
2. The documents regarding PhD seats and admission to be passed and recorded via AAC
3. Use of Laboratory space in working hours for alternative activities
4. Invited talk by Dr. Selvapandiyan from Jamia Hamdard, New Delhi
5. Teaching: record of course components to be taught by each faculty
6. Department website update

The minutes of the proceedings are as follows:

1. Project cables will be issued from the common pool available in the university
2. The documents regarding PhD seats and admissions done will be recorded with AAC
3. Invited talk by Dr. Selvapandiyan from Jamia Hamdard, New Delhi will be postponed in lieu of the
- 4.



Prof. Ramakrishna Wusirika,
Professor

Dr. Malkhey Verma
Chairperson and HoD
Associate Professor

Dr. Shashank Kumar
Assistant Professor

Dr. Manju Jain
Convener
Assistant Professor

Dr. Rajan Vyas
DBT Ramalingaswami Fellow
& Co-opted member