

**Proceedings of Academic and Administrative Committee of Centre for
Biochemistry and Microbial Sciences
Held on 06 Jan, 2015 at 11:15 AM**

Date: 06-01-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 06-01-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Somesh Baranwal, Assistant Professor, Member
4. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Utilization of the centre funds.
2. Revision of curriculum based on BOS input.
3. Equipment needed for the centre.

The members discussed and unanimously resolved:

Item No. 1:

- The amount of Rs.25, 000/- under the Office and General expenses head will be utilized to purchase the office supplies such printing paper, chalks, dusters, pens, highlighter, white board markers, file covers, and other miscellaneous office items.
- The centre plans to utilise the amount of Rs. 50,000/- for the field/educational trips.
- The amount of Rs. 600,000/- under the research and teaching grant will be equally divided among the five faculty of the centre which will be used to support the research and teaching expenses.
- The amount of Rs. 200,000/- under the Purchase of chemicals/consumables/glassware will be utilised for the day to day practical for M.Sc. Biochemistry and M.Sc. Microbial Sciences.

Item No. 2:

The curriculum has been revised as per BOS and is being finalized.

Item No. 3:

The faculty of the centre will generate a list of equipments which will be required for the research and teaching and the list will be submitted in the next AAC meeting.

W. Ramakrishna
Prof. Ramakrishna Wusirika

Chairperson and Coordinator

On leave
Dr. Shashank Kumar
Assistant Professor

Monisha
Dr. Monisha Dhiman
Associate Professor

Pramod
Dr. Pramod Kushawaha
Assistant Professor

Somesh Baranwal
Dr. Somesh Baranwal
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for
Biochemistry and Microbial Sciences
Held on 03 Feb, 2016 at 11:15 AM

Date: 03-02-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 03-02-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following regular committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Somesh Baranwal, Assistant Professor, Member
4. Dr. Shashank Kumar, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Effective ordering for the departmental need
2. Ordering Glassware, consumable for Lab
3. Educational tour for department
4. Organizing Seminar/Workshop
5. Conducting the MST-I at centre level
6. Ordering Almirahs for M.Sc. students

The members discussed and unanimously resolved:

Item No. 1: The previous orders which were placed from the centre for various instruments was reviewed and analysed so that the instruments can be received as soon as possible.

Item No. 2: The list of Glassware, consumables etc is already prepared and will be updated by all the faculty so that the common day to day consumables can be ordered for the teaching and research purpose.

Item No. 3: The centre has already taken the students for a local tour to the Verka Milk plant where the students learned about various dairy products and their large scale production. The centre plans to take the students to IMTECH and Punjab Biotechnological Incubators, Chandigarh. The tour will be planned along with the other Life Science groups of the school.

Item No. 4: The centre faculty will prepare a list of tentative speakers who would be invited for seminars.

Item No. 5: MST-I starting from 15th February will be conducted at centre level with faculty from the centre serving as invigilators for elective and ID courses. Invigilators for core courses will be faculty members from three centres: Animal Sciences, Biochemistry and Animal Sciences, and Plant Sciences. Invigilators for elective and ID courses will assigned by the CoC and assignment for core courses will be done by the CoC in consultation with CoCs of the other two centres.

Item No. 6: Three 12-locker for the current batch of M.Sc. students will be requested from University (Central) funds. This will allow students to keep their belongings in the Almirah during practical, tests, exams and other time in a secured locker.

W. Ramakrishna
Prof. Ramakrishna Wusirika
Chairperson and Coordinator
Shashank Kumar

Dr. Shashank Kumar
Assistant Professor

Monisha
Dr. Monisha Dhiman
Associate Professor
on leave
Dr. Pramod Kushawaha
Assistant Professor

Somesh Baranwal
Dr. Somesh Baranwal
Assistant Professor

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**Proceedings of Academic and Administrative Committee of Centre for Biochemistry and
Microbial Sciences**
Held on 12 Feb, 2015 at 4:00 PM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 12 February, 2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

Date: 12-02-2016

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. The instruments which are in process of purchase, where tenders are already floated.
2. The utilisation of the funds under the Research and Teaching head.
3. The purchase of Consumables and Glassware.
4. Reallocation of centre funds.

The members discussed and unanimously resolved:

- Item No. 1:** The previous orders for various instruments for which the tender was floated were discussed and reviewed. The instruments for which the desired numbers of quotations were not received, will be re-tendered by modifying the specifications.
- Item No. 2:** The amount of Rs. 600,000/- under the Research and Teaching grant will be used to support the research and teaching expenses of all the faculty members of the centre and the records of the individual purchases will be maintained at centre level.
- Item No. 3:** The list of Glassware, consumables etc is already prepared and will be updated as per the rate contract firms so that the common day to day consumables can be ordered for the teaching and research purpose.
- Item No. 4:** The centre is just established, still procuring the basic instruments and as such there are no high end equipment which needs repair or maintenance. Therefore, it was decided that the centre funds under Repair and Maintenance (Rs. 50,000/-) head may be requested to be allocated for teaching and research. All senior faculty members in the centre joined recently with very little time left to organize study tours and symposia/workshop. The funds of Rs. 50,000 and Rs. 1,00,000 for these activities will be requested to be allocated to the head of Research and Training Grant.

W. Ramakrishna

Prof. Ramakrishna Wusirika
Chairperson and Coordinator

Somesh Baranwal
Dr. Somesh Baranwal
Assistant Professor

Monisha

Dr. Monisha Dhiman
Associate Professor

Shashank
Dr. Shashank Kumar
Assistant Professor

Malkhey

Dr. Malkhey Verma
Associate Professor

Pramod
Dr. Pramod Kushawaha
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on 06 April, 2016 at 2:00 PM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 06-04-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block). **Date: 06-04-2016**
The following committee members were present:

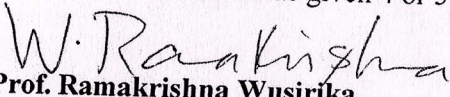
1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushawaha, Assistant Professor, Member

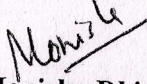
Following agenda was discussed in the meeting:

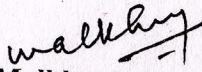
1. Preparation of the documents for NAAC team visit and centre presentation.
2. Animal house proposal.
3. Allotment of work space to the faculty in the lab.
4. Organization and invigilation for MST-II
5. Ordering of air coolers for lab.
6. Allotment of M.Sc. students for their M.Sc. dissertation-related project.

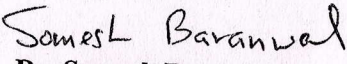
The members discussed and unanimously resolved:


- Item No. 1:** The faculty will provide proof of all the information given in the NAAC document and separate file will be prepared as per IQAC instructions.
- Item No. 2:** The faculty who are interested or plan to use animal house facility will write a small one page document with objectives and justification for animal usage and submit it to the CoC.
- Item No. 3:** The lockers, drawers and work benches are allotted to the entire faculty which can be used by them and their students.
- Item No. 4:** The duty list for the MST-2 has been prepared and circulated. It will be conducted at the centre level.
- Item No. 5:** As summer is approaching, the lab needs coolers which will be issued from store (if available) or ordered from outside after getting the required approval.
- Item No. 6:** Advisors for M.Sc. students for their dissertation were allotted to the faculty member taking into consideration the choice of the students and their grade point average. Each faculty member was given 4 or 5 students.

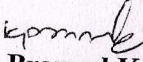

Prof. Ramakrishna Wusirika
Chairperson and Coordinator


Dr. Monisha Dhiman
Associate Professor


Dr. Malkhey Verma
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushawaha
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on 4 May, 2016 at 11:30 AM

Date: 04-05-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 04-05-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

- 1) Teaching assignments in the odd semester, 2016.
- 2) Request for additional classroom.

The members discussed and unanimously resolved:

Item No. 1: The possible teaching assignments were discussed for semester I and III M.Sc. students and Ph.D. students in the odd semester, 2016. This item will be discussed further after meeting the CoCs of Animal Sciences and Plant Sciences with reference to common courses.

Item No. 2: Currently, our centre shares two classrooms with Animal Sciences and Plant Sciences. One more classroom will be requested to accommodate semester I M.Sc. students.

W. Ramakrishna

**Prof. Ramakrishna Wusirika
Chairperson and Coordinator**

Monisha

**Dr. Monisha Dhiman
Associate Professor**

Malkhey

**Dr. Malkhey Verma
Associate Professor**

Somesh Baranwal

**Dr. Somesh Baranwal
Assistant Professor**

Shashank

**Dr. Shashank Kumar
Assistant Professor**

Pramod

**Dr. Pramod Kushawaha
Assistant Professor**

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on 23 May, 2016 at 11:30 AM

Date: 23-05-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 23-05-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushawaha, Assistant Professor, Member

The special meeting was called to discuss the agenda of space allocation for the centre in the main campus. The members discussed and unanimously resolved that the following infrastructure is required in the main campus:

- 1) Number of classrooms required is three, where one room has to be large/seminar hall with 60 students capacity and the other two small rooms for 20 students capacity.
- 2) As the faculties are from diverse background with independently funded projects, the number of lab required is 7, these lab will be used for PI specific research, extramural projects, PhD students work, research associate, visiting scientists, fellows and MSc. dissertation work.
- 3) The centre is offering two MSc programmes so for the day to day practicals two teaching labs are required.
- 4) The centre also needs faculty cabins, Centre office, meeting room, animal tissue culture, bacterial culture facility, plant growth chamber, BSL-2 facility, store room, library cum reading room, computational facility fermentation room and industrial processing unit.

W. Ramakrishna
Prof. Ramakrishna Wusirika
Chairperson and Coordinator
Somesh Baranwal
Dr. Somesh Baranwal
Assistant Professor

Monisha
Dr. Monisha Dhiman
Associate Professor
Shashank Kumar
Dr. Shashank Kumar
Assistant Professor

Malkhey
Dr. Malkhey Verma
Associate Professor
Prmod
Dr. Pramod Kushawaha
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on June 15, 2016 at 2:00 PM

Date: 15-06-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 15-06-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block). The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Plan for ordering small instruments for the centre from Centre Budget
2. Distribution of the funds under the Research and Teaching head.
3. Guide allotment for MSc dissertation work.

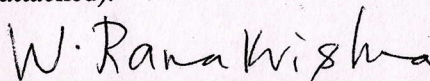
The members discussed and unanimously resolved:

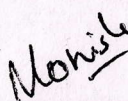
Item No. 1. It was discussed that the following small equipment will be purchased from the Centre Budget.

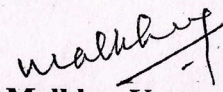
S. No.	Items (*)	Justification	Cost in lakhs
1	Autoclave (1)	Required for Autoclaving glassware, solutions and other material	3
2	Spectrophotometer (1)	Required for Biochemical, Microbial and Molecular Analysis	3.5
3	Dancing Shaker (1)	Required for Mixing	0.25
4	Heating Block + Stirrer (1)	Required for heating and shaking	0.4
5	Soxhlet-apparatus Assembly (1)	Required for Extraction of plant products	1
6	Semi Auto Analyzer (Biochemistry)	Required for Estimation of various clinical biochemical parameters	1.85
Total			10 lakhs


Item No. 2. The amount of Rs. 7,85,000/- (Rs. 15,000/- allotted to purchase a printer) under the Research and Teaching grant will be distributed among the regular faculty of the centre which will be utilized to support the research and dissertation related work expenses.


Item No. 3. The guides to the MSc. III semester students for their dissertation work have been allotted (list attached).

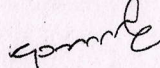

Dr. Ramakrishna Wusirika
Chairperson and Coordinator


Dr. Monisha Dhiman
Associate Professor


Dr. Malkhey Verma
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushawaha
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on August 03, 2016 at 4:00 PM

Date: 08-08-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 03-08-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block). The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Starting the PhD course work in the centre
2. Assignment of freezer and refrigerator space
3. Maintenance of Stock registers at centre and individual level.
4. Records of maintaining the Centre funds for teaching and individual research
5. Organization for teaching lab
6. Time-table and classes for the current academic batch

The members discussed and unanimously resolved:

Item No. 1. It was discussed that the specialised courses of the centre such as Advanced Biochemistry and Advanced Microbiology will be offered in the current semester. The teaching load will be distributed among all the faculty members of the centre.

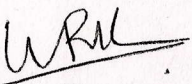
Item No. 2. The centre has received two refrigerators and one deep freezer. The faculty members of the centre are given individual shelves in the refrigerators and freezer. Few shelves are kept for common laboratory chemicals and teaching practicals.

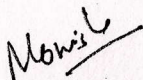
Item No. 3. The stock register of all the purchases from the centre is being maintained and will be updated time to time.

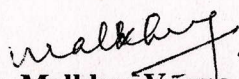
Item No. 4. The purchases made by the faculty from the centre budget will be maintained at centre level whereas the grant purchases will be maintained by the PI themselves.

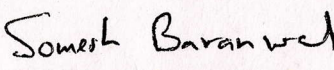
Item No. 5. As the new semester has started the lab space during the teaching practicals will be utilized in such a way that all the students can be accommodated as well as there is no disturbance to the research/PhD scholars.


Item No. 6. The timetable for the third and first semester for two MSc programmes was finalized and the overlaps and classroom availability issues were sorted. The classes are running smoothly.

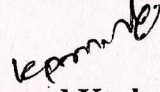

Ramakrishna Wusirika
 Chairperson and Coordinator


Dr. Monisha Dhiman
 Associate Professor


Dr. Malkhey Verma
 Associate Professor


Dr. Somesh Baranwal
 Assistant Professor


Dr. Shashank Kumar
 Assistant Professor


Dr. Pramod Kushawaha
 Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on August 03, 2016 at 4:00 PM

Date: 14-09-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 14-09-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

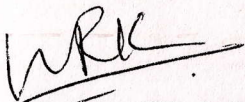
1. The credits for starting the PhD course work in the centre.
2. Conducting MST-1 at centre level.
3. Maintaining a self-appraisal document for faculty at centre level as per UGC regulations 2016.

The members discussed and unanimously resolved:

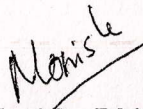
Item No. 1. As per UGC guidelines and approved in Academic Council, the PhD students are required to complete course work of 8-16 credits. Considering this, the centre is proposing that the PhD students take courses, Research Methodology and Computer Applications (4 Credits), Advanced Microbiology (4 Credits), and Advanced Biochemistry (4 Credits) which will be offered by the centre. These courses were approved in the last Board of Studies (BoS) meeting.

Item No. 2. The duties of MST-1 have been assigned. The MST-1 for all the four batches of two MSc programmes will be conducted smoothly in collaboration with Centre for Animal Sciences and Centre for Plant Sciences.

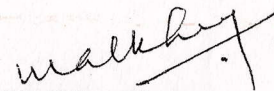
Item No. 3. As per the requirement by the UGC (regulations 2016) a self-appraisal document for faculty involved in various official duties at centre level will be maintained by faculty members and at centre level (format enclosed).



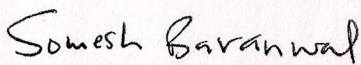
Ramakrishna Wusirika
Chairperson and Coordinator



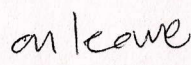
Dr. Monisha Dhiman
Associate Professor



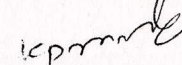
Dr. Malkhey Verma
Associate Professor



Dr. Somesh Baranwal
Assistant Professor



Dr. Shashank Kumar
Assistant Professor



Dr. Pramod Kushawaha
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on October 05, 2016 at 3:00 PM

Date: 05-10-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 05-10-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Malkhey Verma, Associate Professor, Member
3. Dr. Somesh Baranwal, Assistant Professor, Member
4. Dr. Shashank Kumar, Assistant Professor, Member
5. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Format of Synopsis for M.Sc. project work.
2. Purchase of Incubator Shaker.
3. Purchase of spare parts for Fermenter.
4. Course textbooks in library.


The members discussed and unanimously resolved:

Item No. 1. The format of Synopsis for M.Sc. project work was simplified with six main subheadings: 1. Title, 2. Introduction (includes knowledge gaps, objective(s) and hypothesis as separate sub-heads), 3. Review of literature, 4. Work plan (Methodology), 5. Expected Outcome, and 6. References.

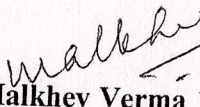
Item No. 2. The urgent need for Incubator Shaker with temperature control to grow cultures was discussed. In view of the need for shakers with different temperatures, it was decided to purchase Incubator Shaker with temperature control for Rs. One lakh in place of Soxhlet apparatus from the centre budget head "small equipment".

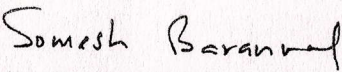
Item No. 3. A Fermenter was transferred earlier this year from the Centre for Plant Sciences to our centre. However, this instrument is missing some parts and is not functional. Quotations for these parts were obtained and a request will be made to the Vice Chancellor for funds to their purchase. The Fermenter can be used for M.Sc. practicals and research of some faculty of the centre.


Item No. 4. In response to student concerns regarding the availability of textbooks in library, the committee decided to request librarian to keep textbooks used in M.Sc. courses in reserve section. These books will not be issued to library members. Request for the purchase of additional copies of textbooks will be submitted to the librarian. These books will be purchased from centre budget for purchasing library books.

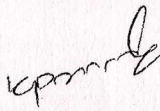

Ramakrishna Wusirika
Chairperson and Coordinator

Did not attend
due to another
meeting.
Dr. Monisha Dhimian
Associate Professor


Dr. Malkhey Verma
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushawaha
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on November 10, 2016 at 3:15 PM

Date: 16-11-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 10-11-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. PhD course work and two PhD programs in the centre.
2. Conducting MST-2.
3. MSc synopsis submission and synopsis seminar schedule.
4. Centre research budget and ordering reagents for research.

The members discussed and unanimously resolved:

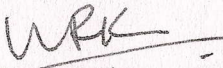
Item No. 1. As per UGC guidelines and approved in Academic Council, the PhD students are required to do a course work of 8-16 credits. Considering this, the centre is proposing that the PhD students may do courses such as Research Methodology (4 Credits), Advances in Microbiology (4 Credits), and Advances in Biochemistry (4 Credits) which will be offered by the centre.

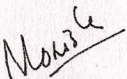
The centre currently has one PhD programme in Biochemistry and Microbial Sciences, the two subjects are very broad and cannot be put together so the members are of the view that the centre can have two independent PhD programmes. It was discussed that a BOS meeting will be called to discuss the matter.

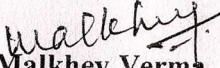
Item No. 2. The duties of MST-2 have been assigned. The MST-2 for all the four batches of two MSc programmes will be conducted smoothly.

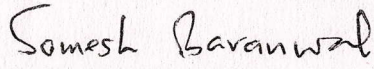
Item No. 3. The MSc students can submit their synopsis till 15 Nov, 2016 and the synopsis seminar will be conducted at the end of November.


Item No. 4. The centre budget will be utilised for the research and teaching and if there are some common requirements for the tissue culture, teaching practicals etc. then a common order for bulk items can be placed for all the faculty.

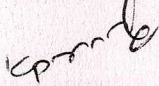

Dr. Ramakrishna Wusirika
Chairperson and Coordinator


Dr. Monisha Dhiman
Associate Professor


Dr. Malkhey Verma
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushawaha
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on December 20, 2016 at 2:00 PM

Date: 27-12-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 20-12-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Teaching load in the next semester.
2. To conduct the Board of Studies meeting.
3. Status of centre budget and purchase.
4. To organise a symposium on cancer.
5. To send the requirement for the furniture/ working space in new campus.
6. Annual report.

The members discussed and unanimously resolved:

Item No. 1. The syllabus for the even semesters (I & IV) for both programmes Biochemistry and Microbial Sciences and PhD programme was discussed. The tentative teaching work load was distributed as per the expertise, as few subjects are common with other centres, the final distribution will be done later.

Item No. 2. The BOS for the centre will be conducted in second week of January 2017 and following changes are proposed in the syllabus of 2017-18 batch subject to further discussion in Curriculum Design and Development Committee (CDDC) meeting:

M.Sc. Life Sciences (Biochemistry)

1. In Semester I, the Biostatistics (LSS.501) and Research Methodology (LSS.502) will be combined into one course of 3 credits, Life Sciences Practical-I (LBM-507) will be increased from 6 to 9 hours (3 hour practical for 3 days) and Seminar course (LBM.595) will be removed.
2. In Semester II, Life Sciences Practical-II (LBM-513) will be increased from 4 to 6 hours (3 hour practical for 2 days) and Biochemistry Practical-I (LBC-512) will be increased from 2 to 3 hours.
3. In Semester III, Biochemistry Practical-II (LBC-516) will be increased from 4 to 6 hours and Metabolism-II (LBC-514) and Clinical Biochemistry (LBC-515) will be reduced from 4 to 3 credits each.

M.Sc. Life Sciences (Microbial Sciences)

1. In Semester I, the Biostatistics (LSS.501) and Research Methodology (LSS.502) will be combined into one course of 3 credits, Life Sciences Practical-I (LBM-507) will be increased from 6 to 9 hours (3 hour practical for 3 days) and Seminar course (LBM.595) will be removed.
2. In Semester II, Life Sciences Practical-II (LBM-513) will be increased from 4 to 6 hours (3 hour practical for 2 days) and Microbiology Practical-I (LMS-512) will be increased from 4 to 6 hours and Microbial Genetics (LMS. 510) will be reduced from 3 to 2 credits.
3. In Semester III, Microbiology Practical-II (LMS-518) will be increased from 4 to 6 hours.
4. In Semester IV, Microbial Biotechnology and its Applications (LMS.519) will be reduced from 4 to 3 credits.

WRK

MV

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on June 02, 2016 at 11:30 AM

Date: 02-06-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 02-06-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Somesh Baranwal, Assistant Professor, Member
4. Dr. Shashank Kumar, Assistant Professor, Member
5. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Current status of orders of instruments and chemicals
2. File keeping for the records of the centre orders
3. New instrumentation for the centre
4. Library books
5. Visit/ seminar of Prof Manikuntala Kundu

The members discussed and unanimously resolved:

Item No. 1. The current status of all the instruments and chemicals in process was reviewed and necessary recommendations were given to speed up the purchase process.

Item No. 2. It was decided that the documents such as supply order, receipt or bills for all the purchases made through the centre budget will be maintained in a common centre file and will be updated time to time.

Item No. 3. A list of instruments required in the centre was made and further process will be initiated soon.

Item No. 4. Faculty members were asked to make a list of books required for the various courses of the centre and will submit the final list to the library for purchase.

Item No. 5. The seminar of Prof Manikuntala Kundu will be conducted in August second week and the detailed programme and documents will be submitted for the necessary approvals.

W. Ramakrishna
Prof. Ramakrishna Wusirika
Chairperson and Coordinator

Somesh Baranwal
Dr. Somesh Baranwal
Assistant Professor

Monisha
Dr. Monisha Dhiman
Associate Professor

S
Dr. Shashank Kumar
Assistant Professor

on leave
Dr. Malkhey Verma
Associate Professor
kpmmc
Dr. Pramod Kushawaha
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on 04 March, 2016 at 11:00 AM

Date: 04-03-2016

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 04-03-2016 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block).

The following committee members were present:

1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Shashank Kumar, Assistant Professor, Member
5. Dr. Pramod Kushawaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. PhD student Akanksha who is registered in the Centre for Biochemistry and Microbial Sciences and working with Dr. Aklank Jain who was in Centre for Biochemistry and Microbial Sciences before joining Centre for Animal Sciences.
2. Plan for the Visiting Professor Prof. Debashis Banerjee
3. Guest Lecture by Dr. Azeet Narayan
4. The final list of books to be purchased for the centre when the team from Library plans to visit New Delhi.
5. The M.Sc. students projects for their M.Sc. dissertation.

The members discussed and unanimously resolved:

Item No. 1: It was decided that PhD student Akanksha Khandelwal who is registered in the Centre for Biochemistry and Microbial Sciences and working with Dr. Aklank Jain will have to take the courses as per the Centre's requirement. This was treated as a special case.

Item No. 2: Professor Prof. Debashis Banerjee, the visiting professor of the centre will take four lectures classes of the M.Sc. students and centre will also organise a university level common lecture.

Item No. 3: Dr. Azeet Narayan, Associate Research Scientist, Department of Therapeutic Radiology, Yale University School of Medicine, USA, will give a guest lecture on "Liquid Biopsy to help guide cancer treatment" on 8th March 2016 in Seminar Hall.

Item No. 4: It was decided that the entire faculty from the centre will make list of books to be purchased for various courses of the centre and Dr. Malkhey Verma will compile and submit the list to the library team.

Item No. 5: For the M.Sc. student's projects for their M.Sc. dissertation, any faculty can supervise student from any M.Sc. programme (Biochemistry or Microbial Sciences) but the respective student has to work on topic relevant to their M.Sc. programme.

W. Ramakrishna
Prof. Ramakrishna Wusirika
Chairperson and Coordinator

on leave
Dr. Somesh Baranwal
Assistant Professor

Monisha
Dr. Monisha Dhiman
Associate Professor

S
Dr. Shashank Kumar
Assistant Professor

Malkhey
Dr. Malkhey Verma
Associate Professor

Kushawaha
Dr. Pramod Kushawaha
Assistant Professor

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