

Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, Held on January 06, 2017 at 11:15 AM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 06-01-2017 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 Kushwaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Utilization of the centre funds
2. Teaching assignments
3. Revision of curriculum based on BOS input
4. To organise symposium
5. PhD Course work approval

The members discussed and unanimously resolved:

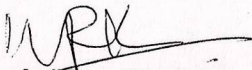
Item No. 1. The purchases and orders in process from the centre budget were reviewed. It was observed that the orders which are in process will exhaust most of the centre budget.

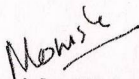
Item No. 2. The tentative teaching work load was distributed as per the faculty expertise. Most of the courses in the current semester are taken up by the centre on its own and time table is finalised for the classes. As the courses are running by the centre the course codes for these courses will be centre specific such as LBM for courses common for both MSc. Microbial Sciences and MSc. Biochemistry; LBC for courses only for MSc. Biochemistry and LMS for courses only for MSc. Microbial Sciences.

Item No. 3. The BOS of the centre will be held on 16 January 2017. Two of the BOS members have given his comments/suggestions through email which are incorporated as suggested.

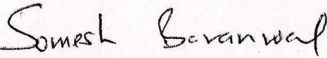
Item No. 4. The centre will organise a symposium on a theme "Modern Approaches for Prevention and Treatment of Diseases".


Item No. 5. Two Ph.D. programs (Ph.D. in Biochemistry PhD Microbial Sciences) are proposed to replace the ongoing Ph.D. program in Biochemistry and Microbial Sciences from next academic session (2017). PhD course work of 8-16 credits is approved in the 12th AC meeting; considering this, the centre is proposing that the students admitted directly to PhD Biochemistry and Microbial Sciences programme in current batch (2016-17) may take 3 courses (4 credits each): Research Methodology and Computer Applications, Advanced Biochemistry and Advanced Microbiology. Hence the students will do a course work of 12 credits as per UGC guidelines. The above courses have been approved in last year BoS.

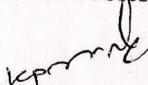

Ramakrishna Wusirika
Chairperson and Coordinator


Dr. Monisha Dhiman
Associate Professor

on leave.
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 February 08, 2017 at 3:00 PM

09-02-2017

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 08-02-2017 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 Kushwaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Adjustment and utilization of the centre funds
2. Educational trip/Visit for the students
3. Number of seats for MSc programmes
4. Organisation of symposium

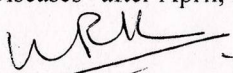
The members discussed and unanimously resolved:

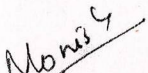
Item No. 1. The purchases and orders in process from the centre budget were reviewed. It was discussed that for the spectrophotometer purchase the budget is not sufficient so the funds from other heads such as maintenance, symposium etc will be requested to be reallocated to small equipment and additional funds will be requested for the timely purchase of spectrophotometer.

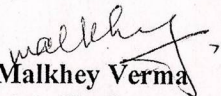
Item No. 2. The students have been requesting to organise an educational trip to some institute where they can see the various facilities and equipment related to their course work. It was discussed that as there is no budget for such activity so such outstation visit cannot be planned but if students want we can arrange a day visit to some nearby place in Punjab. Also, the students need to spend time on their project work so that it can be completed in a timely manner.

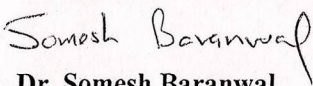
Item No. 3. The centre at present is running two MSc programmes and has about 13 PhD research students. The centre has only one lab for teaching as well as for research. With the current facilities and limited lab space it is not possible for the centre to increase the number of seats in the academic session 2017-18.


Item No. 4. It was decided to organise the symposium "Modern Approaches for Prevention and Treatment of Diseases" after April, 2017.

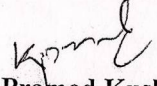

Ramakrishna Wusirika
 Chairperson and Coordinator


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 April 04, 2017 at 4:00 PM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 04-04-2017 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 Kushwaha, Assistant Professor, Member
7. Dr. Manju Jain, DST Scientist, Invited for AAC

Following agenda was discussed in the meeting:

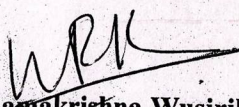
1. Students allotment for MSc projects
2. Grading for practical examination

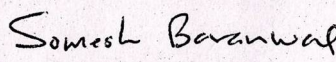
The members discussed and unanimously resolved:

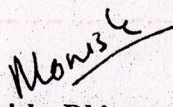
Item No. 1. The second semester students will be asked to see the details of the faculty and their work specialisation so that while opting for the supervisors they can choose as per their interest. Each faculty member will be assigned 3-4 students for research project work based on the choice of the students and their first semester GPA.


Item No. 2. The practical examination grading was reconsidered and following recommendations were made for all courses of the centre:

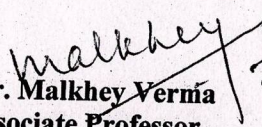
1. Attendance: 10 marks
2. Lab Record (maintaining the notebooks): 10 marks
3. Continuous Assessment: 30 marks
4. End Examination: 50 marks
 - a. Performing practical/ Major question: 20 marks
 - b. Quiz/ Minor question: 10 marks
 - c. Viva: 20 marks

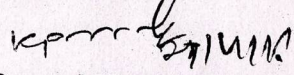

Ramakrishna Wusirika
 Chairperson and Coordinator


Dr. Somesh Baranwal
 Assistant Professor


Dr. Monisha Dhiman
 Associate Professor


Dr. Shashank Kumar
 Assistant Professor


Dr. Malkhey Verma
 Associate Professor


Dr. Pramod Kushwaha
 Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, held on May 04, 2017 at 10:15 AM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 04-05-2017 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 Kushwaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Maintaining the stock registers
2. Review the status of the orders placed from the centre budget
3. Utilization of the centre resources
4. Schedule of the MSc projects

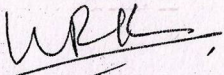
The members discussed and unanimously resolved:

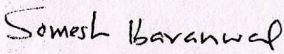
Item No. 1. The stock registers for externally funded projects as well for the RSM grant will be maintained and updated by the PI (faculty of the centre). The stock registers of the centre purchases (research and teaching) will be maintained by Mr. Deepak Sharma.

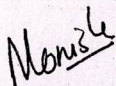
Item No. 2. The orders placed from the centre budget were reviewed and faculty updated the members with the status of the equipment purchase.

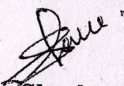
Item No. 3. The equipment and other resources of the centre should be fairly and equally used. A log book will be placed for the users of Desktop and students cannot use it more than one hour during the office hours (9 am-5:30pm). Mr Deepak Sharma can use is anytime during the day for centre related work.

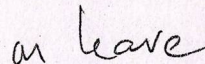
Item No. 4. The M.Sc. 4th Semester students should submit their final research project report by 14 June, 2017. Prior to the submission of the final copy, a soft copy has to be submitted to the committee members followed by public defense /viva-voce /seminar.

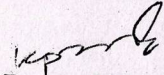

Ramakrishna Wusirika
Chairperson and Coordinator


Dr. Somesh Baranwal
Assistant Professor


Dr. Monisha Dhiman
Associate Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Malkhey Verma
Associate Professor


Dr. Pramod Kushwaha
Assistant Professor

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Cyph/BMS/2017/572

Proceedings of Academic and Administrative Committee of Centre for
Biochemistry and Microbial Sciences, held on June 01, 2017 at 11:30 AM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 01-06-2017 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 Kushwaha, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Discussion about time-table for academic session July, 2017.
2. Distribution of teaching and work load for the current academic batch.
3. IDC course of the centre.
4. M.Sc. projects report submission and project seminar presentation.

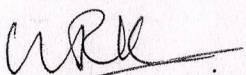
The members discussed and unanimously resolved:

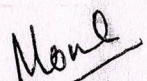
Item No. 1. The timetable for the third and first semester for two MSc programmes was reviewed and the overlaps and classroom availability and other issues were sorted so that the classes can run smoothly.

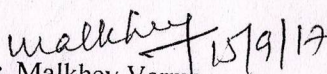
Item No. 2. The tentative teaching work load was distributed as per the faculty expertise. Most of the courses in the current semester are taken up by the centre faculty on its own.

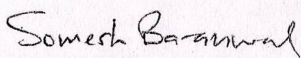
Item No. 3. The centre will offer "Basics of Biochemistry" as inter disciplinary course (IDC) which will be offered by Prof. Ramakrishna Wusirika.


Item No. 4. The M.Sc. 4th Semester student's pre-submission seminars are scheduled from 2 June 2017 onwards and students must submit their project report by 14 June, 2017. The research report can be submitted only after the approval by the committee and successful completion of seminar. The students should provide the summary of Grammarly report during submission.

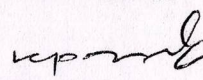

Ramakrishna Wusirika
Chairperson and Coordinator


Dr. Monisha Dhiman
Associate Professor


Dr. Malkhey Verma
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushwaha
Assistant Professor

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CUPB/BMS/2017/573

Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, held on August 02, 2017 at 4:30PM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 02-08-2017 in the office of Prof. Ramakrishna Wusirika (Hall no.6, Academic Block). The following committee members were present:

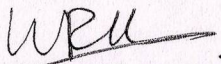
1. Prof. Ramakrishna Wusirika, Coordinator of the Centre: Chairperson
2. Dr. Monisha Dhiman, Associate Professor, Convenor
3. Dr. Malkhey Verma, Associate Professor, Member
4. Dr. Somesh Baranwal, Assistant Professor, Member
5. Dr. Shashank Kumar, Assistant Professor, Member
6. Dr. Pramod Kushwaha, Assistant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

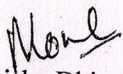
Following agenda was discussed in the meeting:

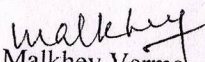
1. PhD registration forms
2. One day workshop on flow cytometry
3. Details of research and other seminars including progress seminars
4. Submission of CV to computer centre
5. Submission of soft and hard copies of CUPB affiliated publication to library.
6. MOOCs (Swayam) courses.

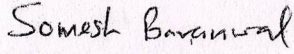
The members discussed and unanimously resolved:


- Item No. 1.** The PhD students have to submit their registration forms and registration fees in time. The credits for research progress seminar and synopsis seminar should be mentioned as per rule.
- Item No. 2.** Centre will organise One day Technical Education and Evaluation Program on Flow Cytometry on 22 August 2017. The programme will start with a technical lecture by BD representative followed by hands on training to the selected candidates.
- Item No. 3.** As suggested by competent authority during academic audit of the centre, the PhD students of the centre will present seminars on various equipments and their research progress seminar. The list will be prepared and will be posted on centre webpage.
- Item No. 4** The centre webpage on university website has to be updated time to time so the faculty will submit their updated CV to computer centre for necessary action.
- Item No. 5.** As suggested by competent authority during academic audit of the centre the faculty members will submit the hard copies soft copies of their publications with CUPB affiliation to the library and in near future too they will keep on updating the publication details in library.
- Item No. 6.** As per digitalisation of education initiative of MHRD, the faculty of the centre will give the courses of their interest for MOOC classes.

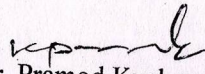

Ramakrishna Wusirika
Chairperson and Coordinator

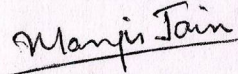

Dr. Monisha Dhiman
Associate Professor


Dr. Malkhey Verma
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushwaha
Assistant Professor


Dr. Manju Jain
Assistant Professor

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Cup 6/BMS/2017/574

Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, held on September 07, 2017 at 4:15 PM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on 07-09-2017 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 Manju Jain, Assistant Professor, Member

Following agenda was discussed in the meeting:

1. M.Sc. synopsis for third semester students.
2. Library Budget for the centre.
3. CSIR-UGC NET preparation.
4. MSc students' tour.
5. Status of various orders placed.

The members discussed and unanimously resolved:

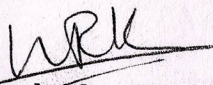
Item No. 1. The students will work with their respective supervisors for the synopsis document and submit it to them by end of this semester.

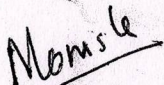
Item No. 2. The centre has been allotted a budget of 2 lakhs for the purchase of books. The faculty will make a list according to their requirement and Dr M. Verma will compile the final list for submission to library.

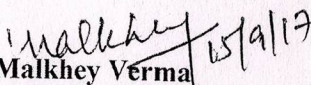
Item No. 3. Efforts will be made to prepare students for CSIR-UGC-NET exam during regular classes pertaining to the courses taught by each faculty member. The students will be given extra classes, on a voluntary basis, in subjects which are not covered as part of MSc curriculum. Faculty and research scholars of the centre will be involved in the above activity on a voluntary basis.

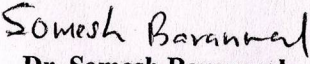
Item No. 4. It was proposed to organize visit to the Verka milk plant or the Distillery unit in Bathinda city as part of educational tour.


Item No. 5. The orders placed for various instruments, plasticware and chemicals was reviewed and discussed. The instruments for which the desired numbers of quotations were not received, will be re-tendered by modifying the specifications.

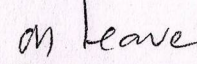

Ramakrishna Wusirika
Chairperson and Coordinator

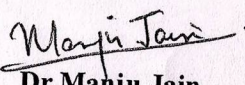

Dr. Monisha Dhiman
Associate Professor


Dr. Malkhey Verma 15/9/17
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushawaha
Assistant Professor


Dr Manju Jain
Assistant Professor

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Proceedings of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences, held on October, 2017 at 4:15 PM

The meeting of Academic and Administrative Committee of Centre for Biochemistry and Microbial Sciences was held on ~~17-10~~ 2017 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 Kushwaha, Assistant Professor, Member
7. Dr Manju Jain Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Reconstitution of BoS of the centre.
2. M.Sc. synopsis for third semester students.
3. Library Budget for the centre.
4. CSIR-UGC NET preparation.
5. MSc student's tour
6. Status of various orders placed.
7. Proprietary items purchase

The members discussed and unanimously resolved:

Item No. 1. As per the ordinance of the university the BOS has to be reconstituted after two years. The BOS will have two new external members in addition to the members of the centre.

Item No. 2. The students will work with their respective supervisors for the synopsis document and submit it to them by end of this semester.

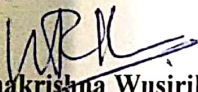
Item No. 3. The centre has been allotted a budget of 2 lakhs for the purchase of books. The faculty will make a list according to their requirement and Dr M. Verma will compile the final list for submission to library.

Item No. 4. The students will be given extra classes during the month of November for the preparation of CSIR-UGC-NET for those subjects which they do not cover during the regular MSc curriculum. Faculty and senior research scholars of the centre will be involved in this.

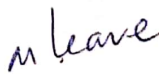
Item No. 5. As a part of Food and Industrial Microbiology course the students will be visiting the Verka milk plant or the Distillery unit in Bathinda city.

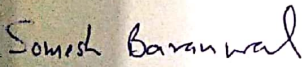
Item No. 6. The orders placed for various instruments, plasticware and chemicals was reviewed and discussed. The instruments for which the desired numbers of quotations were not received, will be re-tendered by modifying the specifications

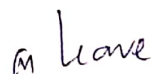
Item No. 7. Proprietary items purchase has to be done carefully and precautions should be taken while getting the proprietary certificate from the vendor.



Ramakrishna Wusirika
Chairperson and Coordinator

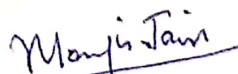

Dr. Monisha Dhiman
Associate Professor


Dr. Malkhey Verma
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushawaha
Assistant Professor


Dr Manju Jain
Assistant Professor

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Proceedings of Academic and Administrative Committee of Department of Biochemistry and Microbial Sciences, held on November 01, 2017 at 2:00 PM

The meeting of Academic and Administrative Committee of Department of Biochemistry and Microbial Sciences was held on 01-11-2017 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 Kushwaha, Assistant Professor, Member
7. Dr Manju Jain Assistant Professor, Member

Following agenda was discussed in the meeting:

1. Status of instrument orders
2. Teaching during MST-2
3. PhD admission in January 2018
4. Teaching work load

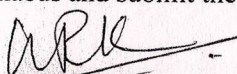
The members discussed and unanimously resolved:

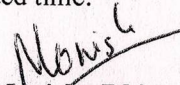
Item No. 1. The orders placed for various instruments was reviewed and discussed, It is observed that most of the previous orders have been received. List of some designated new instruments which are urgently required in the centre is prepared and instruments are distributed among the faculty for the purchase procedure.

Item No. 2. It is observed that the students do not attend the classes during the MST, it is advised that faculty must adjust the classes in such a way that maximum number of classes are taken.

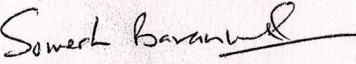
Item No. 3. In view of the upcoming advertisement for PhD admission, the faculty were asked for their requirement for the PhD students based on vacancy and projects. The PhD admission for January session is exclusively for the fellowship holding candidates.

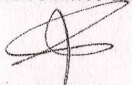
Item No. 4. The teaching work load of the faculty was reviewed and faculty were asked to complete the syllabus and submit the MCQs in the stipulated time.

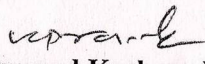

Ramakrishna Wusirika
Chairperson and HOD

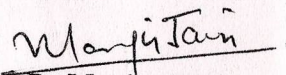

Dr. Monisha Dhiman
Associate Professor

on leave.
Dr. Malkhey Verma
Associate Professor


Dr. Somesh Baranwal
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr. Pramod Kushawaha
Assistant Professor


Dr Manju Jain
Assistant Professor

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Proceedings of Academic and Administrative Committee of Department of Biochemistry and Microbial Sciences, held on 07 December, 2017 at 11.30 AM

The meeting of Academic and Administrative Committee of Department of Biochemistry and Microbial Sciences was held on 07-12-2017 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 Kushwaha, Assistant Professor, Member
6. Dr Manju Jain Assistant Professor, Member

Dr. Malkhey Verma, Associate Professor, is on leave so could not attend the meeting.

Following agenda was discussed in the meeting:

1. Final teaching assignments
2. CSIR-UGC NET and teaching
3. BoS meeting in the month of January 2018.
4. Curriculum changes for 2018-19: Assignment of each course to individual faculty for revision of syllabus

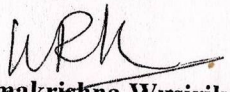
The members discussed and unanimously resolved:

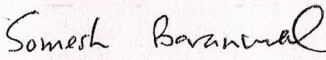
Item No. 1. The final teaching assignment and work load distribution for the next semester was discussed.

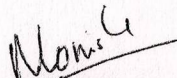
Item No. 2. The students are given extra classes for the preparation of CSIR-UGC-NET for those subjects which they do not cover during the regular MSc curriculum. It is also suggested that MSc. Microbial Sciences students can also attend the Plant Physiology classes as non-credit course to cover CSIR-UGC-NET syllabus.

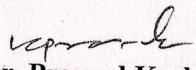
Item No. 3. The BoS of the department will be held in January 2018.


Item No. 4. The course coordinators and associated faculty will review the courses and submit the revised courses to HOD before 10 January, 2018. It is also decided to introduce few more elective courses such as Developmental Biology in addition to Genetic Engineering for next academic session.

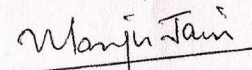

Ramakrishna Wusirika
Chairperson and HOD


Dr. Somesh Baranwal
Assistant Professor


Dr. Monisha Dhiman
Associate Professor


Dr. Pramod Kushwaha
Assistant Professor


Dr. Shashank Kumar
Assistant Professor


Dr Manju Jain
Assistant Professor

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